

Annual Town Report



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2022

Here within this document is the annual report delivered to the residents of Tyngsborough, MA in Middlesex County.





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Dedication: Tyngsborough Re-dedicates the Wars Memorial/Veterans Park



In 2022, Tyngsborough re-dedicated a new centralized Veteran's Memorial on the Town Common.

Members of the Historical Commission worked with Veterans Agent, Chris Derry, to design the Wars Memorial/Veterans Park and transfer all the stones from the existing monuments to the new site on the Town Common. Special thank you to Colin Loiselle, Assistant Manager, for obtaining a grant to accomplish this task.

The new home of the Veteran's Monuments was formally re-dedicated on November 11, 2022.

Elected Boards & Commissions

OFFICE	TERM	OFFICE	TERM
BOARD OF SELECTMEN		LIBRARY TRUSTEE	
Ronald J. Keohane	2023	Ann Marie G. Conant	2023
Hillari I. Wennerstrom	2023	Joseph F. Del Gaudio	2023
Eric C. Eldridge	2024	Paula M. Flaherty	2024
Katerina Kalabokis	2024	Mary Allgrove	2024
Andrew Michael Moran	2025	Julie A. Iatron	2025
		Nataliya S. Poto	2025
BOARD OF ASSESSORS		MODERATOR	
Ann Marie G. Conant	2023	Robert L. Kydd, Jr.	2023
Marie R. Lambert	2024		
George L. Gaynor	2025		
BOARD OF HEALTH		PLANNING BOARD	
Sheila M. Perrault	2023	Kimberly D. O'Brien	2023
Alivia Morton, resigned 5/18/2022	2023	David E. Robson	2024
Stephen A. Jeannette	2024	Jeremy Baldwin	2025
Michael-Ryan Roache	2024	Charles F. Doughty, II	2026
Kim E. Dias	2025	Steven P. O'Neill	2027
CEMETERY COMMISSIONERS		GREATER LOWELL VOCATIONAL TECHNICAL H.S. COMMITTEE	
Douglas P. Latulippe	2023	Steven A. Nocco	2026
Daniel Laforge	2025		
CONSTABLES		SCHOOL COMMITTEE	
Donald W. Desmarais	2024	Jeremy Bowe	2023
John R. Pelletier	2024	Ryan P. McMahon	2023
		Robert L. Mullin II	2024
		Dustine Puma	2024
		Anthony F. Tinnirella	2024
		Danielle M. Athanas	2025
		Rebecca Stanton	2025
FINANCE COMMITTEE		SEWER COMMISSION	
Scott M. Pozerski	2023	Frederick H. Perrault	2023
Marie R. Lambert	2024	Darryl A. Wickens	2024
Ronald L. Schneider	2024	Brian J. Martin	2022
Lawrence G. Clawson, Jr.	2025		
Edward L. Smith	2025		
HOUSING AUTHORITY		TOWN CLERK	
Donald Lampron	Appointed	Joanne Shifres	2024
Margaret A. Giguere	2023		
John R. Pelletier	2024		
Brian J. Martin	2025		
Allen S. Braun	2026		
		TREE WARDEN	
		Douglas P. Latulippe	2023

Submitted by: Joanne Shifres, Town Clerk

Board of Selectmen

Ronald Keohane, Chair
Katerina Kalabokis, Clerk
Hillary Wennerstrom, Member

Eric Eldridge, Vice Chair
Mike Moran, Member

At the annual election, Mike Moran was elected to the Board. Ronald Keohane was elected Chair, Eric Eldridge was elected Vice-Chair, and Katerina Kalabokis was elected Clerk. Activities occupying much of the Selectmen's attention during the year included:

1. Grants: In 2022, the Town of Tyngsborough was awarded over \$1.5 million in various grants which were issued to our many departments. Town staff have been tremendously successful with grant applications and Town Administration continues to place a heavy emphasis on grant writing when possible.
2. Town Meeting: At the 2022 Annual Town Meeting, the Town approved Article 28 which was a debt authorization to fund the demolition of the existing and construction of a new Tyngsborough Middle School. At the 2022 Fall Town Meeting, the Town adopted a solicitor registration bylaw and approved a home rule petition formalizing a Department of Public Works. That home rule petition has been filed with the Massachusetts Legislature and awaits their review & approval.
3. Form of Government Change: The Board & Town Administration spent much of 2022 working to build the foundation for the implementation of the Select Board & Town Manager home rule petitions. The Board also worked on laying the groundwork for the Town's first early voting for municipal elections to expand access to local government.
4. Committees: In 2022, the Board of Selectmen established the 250 Middlesex Road Strategic Visioning Committee to help determine the future of the Winslow School Campus, the Sherburne Road Open Space Committee to develop the Sherburne Road open space parcel, and the Zoning Review Committee to enhance the Town's zoning bylaw.
5. Communication: The Board of Selectmen and Town Administration worked hard in 2022 to expand its communication reach to residents to ensure that the Community had all of the information they needed at their fingertips to encourage further engagement.
6. Goals: In 2022, the Board & Town Administration achieved 16 of 18 established goals.
7. Budget: In May of 2022, the annual budget was approved at Annual Town Meeting. Through continued stringent fiscal controls and an aggressive strategy to collect back taxes, the Town has maintained an AA+ bond rating. The town took advantage of federal and state funds available to it through CARES and ARPA funding to maintain level service and to continue to address unexpected expenses due to the COVID-19 pandemic and to address one-time capital purchases.

The Board of Selectmen extends its appreciation to Town employees for their hard work during the year. Also, we appreciate the many hours performed by our volunteers on behalf of the Town and its citizens. Our Town would not be the first-rate community that it is without the continued efforts of our employees and volunteers.

Respectfully Submitted,
Ronald Keohane, Chair

Board of Assessors

The total property valuation of \$2,261,370,163 includes \$300,072 in new growth this past fiscal year. After a review of home sales that occurred during calendar year 2020 and 2021, the Board determined that property values would increase 11% from the prior year. The average residential property assessment is \$501,500. As in previous years, the Board of Selectmen voted a factor of 1 for all commercial and industrial properties, meaning their tax rate remains the same as residential properties. Therefore, the tax rate was set at \$14.14 per thousand of assessed value, a decrease of \$.80 from the prior year. Residential properties account for 88% of all properties in town. A total of 5,332 real estate and personal property tax bills were issued for Fiscal Year 2023.

In Fiscal Year 2022 (prior year) of the 5,236 real and personal property tax bills that were issued, 7 resulted in abatement filings. Approved abatements resulted in a \$2,593,900 reduction in valuation. The Board granted 141 personal exemptions totaling \$106,069 in reduced taxes to qualified homeowners based on age, financial condition, blindness or veteran's service-connected disability. The Board also granted abatements of the Community Preservation Surcharge due to age and financial status, which totaled \$9,324. An additional \$12,728 was abated due to the Senior Tax Work-off Program, which consisted of fourteen participants.

Motor vehicle excise taxes resulted in \$2,222,085 in income to the town from all registered motor vehicles. Vehicle owners should be aware that in order to receive an abatement, the vehicle must be disposed of (i.e. sold, traded, junked, registered in another state, etc.) as well as the registration being canceled or transferred to another vehicle.

Data collection and maintenance of current and accurate property inventory is a critical element in the development of uniform, fair market value. The department continued with Phase 4 of our Cyclical Inspection Project which is due to be completed in 2028. Assessments may be viewed in the Assessor's Office or on the Town's website, www.tyngsboroughma.gov.

Board member Jennifer Wilson chose not to run for re-election. She has been a member of the Board since 2018. The Board is grateful for her time and contribution to the Board and the Town. George Gaynor was elected to the Board in May 2022. The Board would like to thank Chief Assessor Lauren Woekel and Assistant Assessor Evanne Scott for their professionalism and ongoing efforts to maintain fair and equitable assessments. The Board members and office staff also appreciate the help and support received from other town departments and townspeople.

Respectfully submitted,

Ann Marie Conant, Chairwoman
Marie Lambert
George Gaynor

Board of Health

Board of Health Members: Michael-Ryan Roache (Chairperson), Sheila Perrault (Vice Chairperson), Stephen Jeannette, Kim Dias, Ekow Ambaah

Staff: Kerri C. Oun (Health Director), Angela Lemire (Administrative Assistant), Arielle Castro (Regional Health Inspector), Ashley Pavlakos (Regional Public Health Nurse)

Mission: The mission of the Board of Health (BOH) is to promote and protect public health in Tyngsborough. We strive to achieve a healthy Tyngsborough through prevention, promotion of healthy initiatives, and education.

Programs and Services that BOH oversees:

Permits and Licenses BOH issued in 2022:

*Food Establishments: 70	*Tobacco: 12	*Swimming Pools and SPP: 7
*Recreational Camp: 3	*Body Art Estab: 2	*Body Art Practitioner: 7
*Bathing Beaches: 2	*Septic Installers: 25	*Septage Haulers: 17
*Solid Waste Haulers: 17	*Funeral Directors: 2	*Septic System: 34/ Private Wells: 5

Inspections and Investigations:

Food retail establishments, camps, body art establishments, public and semi-public swimming pools, housing and nuisance complaints, septic, Communicable Disease, etc.

Trash and Recycling:

- *Mattresses and Textiles Ban:* In November 2022, MassDEP banned mattresses and textiles from the waste stream. *Textile* curbside pick-up can be scheduled with Helpsy.co or residents can drop off at the donation bins at Tyngsborough Middle School and the Greater Lowell Vocational School.
- *Household Hazardous Waste* was held on 9/24/22. We had 315 vehicles with 255 from Tyngsborough and 60 from Dunstable. Event was staffed with employees from Clean Harbor and volunteered members from the Board of Health. In addition to hazardous materials, we also collected tires, propane tanks, mercury items, fluorescent light bulbs, and batteries. Our next event will be on **10/28/2023**.
- BOH assists residents with issues and inquiries related to recycling and solid waste including missed pickups, extra toters, bulky items and overflow stickers, etc.
- Offered home compost bins at a reduced rate of \$25, unwanted medicine dropped off at the Police Department, and sharps/ needles dropped off at BOH office.

Flu and Covid-19: BOH sponsored Covid-19 and flu vaccines at various locations in 2022. BOH has distributed more than 10,000 Covid-19 test kits to the schools, organizations, and to the residents.

Public Health Excellence Shared Service Grant:

Tyngsborough Board of Health continued on the 2nd year as a host of a shared service grant which the Town was able to continue to hire a Regional Health Inspector and a part time Regional Public Health Nurse.

Looking Ahead, the Board is looking to focus and expand mental health, opioid, and hoarding services/ resources and provide courses in CPR and ServSafe.

Respectfully submitted for the Board of Health,
Kerri C. Oun

Board of Library Trustees

Ann Marie Conant, Chair
Julie Iatron, Vice-Chair

Paula Flaherty, Secretary
Mary Allgrove

Joseph DelGaudio
Nataliya Poto

Dear fellow Tyngsborough Residents,

The FY22 year at the Tyngsborough Public Library could aptly be dubbed “the year of changes”. After several COVID-filled years of fluctuating pandemic protocols and service models, the beginning of July 2021 saw the staff welcoming patrons back into the building in what felt like a new beginning. The recently completed interior paint and carpet project gave the 24-year-old Library a brighter, more contemporary look, complemented by new colorful study carrels and a sleek Children’s’ Room circulation desk, just the right height for serving our youngest patrons. New comfortable seating was soon to follow. Friday summer hours were welcomed by many patrons. The Trustees completed updating the Library’s Policy Manual and restored the Library’s pre-pandemic hours in the Fall. What a great start to the year!

Progress didn’t stop there. Library staff developed and launched a new website. New electronic resources such as Heritage Quest and Opposing Viewpoints were added to the Library’s heavily-used database collection. The Trustees initiated a project to assess the Library’s historical artwork, as part of the continuing Special Collections Room project. Perhaps most exciting was the passage of the FY23 budget, restoring after many years the position of Assistant Library Director.

The biggest changes were yet to come. After announcing her retirement in late May, Director Sue Arthur graciously stayed on into the Fall while the new director search got underway. Shortly after Sue’s departure, Head of Youth Services Librarian Robert Carter resigned his position, to take a job closer to home. Next, we said goodbye to Library Technician Samantha Downing and to part-time Circulation Assistant Lauren Devlin. We wish all of those departing staffers well, and much luck in future endeavors.

We have been extremely lucky in finding new staff. Our Head of Youth Services Librarian, Chance Lee Joyner, has delighted our younger patrons since he arrived in January. Additional hires included Library Technician Lauren Ordway and part-time Circulation Assistant Ashley Alton. The most notable addition was our new Director. After an initial failed Director search, the second search brought us Kathryn Growney. Kathy has embraced the friendly philosophy of our Library and brings her experience, a fresh outlook, and many creative ideas. Much credit goes to Julie Iatron, who ably led the search committee through two long processes, and to all the committee members who brought us such a capable candidate. The Board hopes that Kathy will be a part of the Tyngsborough Public Library family for a very long time.

The Board is particularly grateful to our wonderfully-dedicated library staff. It took each and every one of them to keep the doors open while between Directors. Heartful thanks to Sandy Emond, who volunteered to be the Interim Director. Thank you, Sandy, for your hard work and willingness to shoulder that responsibility. Thanks also go to Elise Wolf, who has painstakingly sorted through and assessed much of the Special Collections Room materials. Thanks to the Library’s many volunteers and senior work-off participants who lighten and brighten the staff’s workload daily. And of course, thanks to the Friends of the Tyngsborough Public Library, whose generous gifts enhance our programming and materials offerings. The Board ended FY22 with the addition of Nataliya Poto as our newest Library Trustee, bringing our Board back to full strength and ready to move forward in FY23.

On behalf of the Board of Trustees
Ann Marie Conant, Chair

Building Department

Paul Welcome, Building Commissioner/Zoning Enforcement
 Margaret M. Skamarycz, Administrative Assistant
 Joseph Smith, Wire Inspector
 Kenneth Kleynen, Plumbing & Gas Inspector
 Phone: (978) 649-2300, Ext. 112

To: The Citizens of Tyngsborough

780 CMR: State Board of Building Regulations and Standards 9th Edition, 2015 IRC and IBC with Massachusetts Amendments

780 CMR 105 PERMITS

105.1 Required: It shall be unlawful to construct, reconstruct, alter, repair, remove or demolish a *building or structure*; or to change the *use or occupancy* of a *building or structure*; or to install or alter any equipment for which provision is made or the installation of which is regulated by this code without first filing a written application with the *building official* and obtaining the required *permit*.

Rule of Thumb: Call first to see if you will need a permit. Thank you!

The Building Commissioner, Wire Inspector, and the Plumbing/Gas Inspector submit the following report from **July 1, 2021 to June 30, 2022.**

Building Department

Building permits	576
Valuation of jobs	\$35,235,060.97
Fees collected	\$ 433,722.90

Plumbing and Gas Department

Plumbing / Gas permits issued	465
Fees collected	\$ 24,715.00

Electrical Department

Electrical permits issued	336
Valuation of jobs	\$4,890,944.00
Fees collected	\$ 49,827.00

Total All Permits	1377
Total Building Valuations	\$ 40,126,004.97
Total of all Fees Collected	\$ 508,264.90

Paul Welcome, Building Commissioner
 pwelcome@tyngsboroughma.gov | (978) 649-2300, Ext 112

Capital Asset Management Committee

Ronald Keohane, Select Board
Anthony Tinnirella, School Committee
Scott Pozerski, Finance Committee

Eric Eldridge, Select Board
Robert Mullin, School Committee

In accordance with Article XL of the Town Bylaws, the Capital Asset Management Committee (CAMC) meets to review proposed capital projects and improvements. Capital improvement projects are major, non-routine expenditures for new construction, major equipment purchase, or improvement to existing buildings, facilities, land, or infrastructure with an estimated useful life of five years or more.

The plan, which was adopted at Town Meeting in May of 2022, included a mix of funding sources. In FY22, cities & towns across the Commonwealth received funding from the Federal American Rescue Plan Act (ARPA) which were one-time funds allocated to states and municipalities to offset the financial impact of the COVID-19 pandemic. Tyngsborough received \$3.7 million, most of which was earmarked for capital expenditures. The plan adopted at the May 2022 Annual Town Meeting was funded by the following sources:

Funding Source	Amount
Free Cash	\$345,339.00
ARPA Funding	\$1,520,031.48
Renewed Borrowing (Previously Unspent)	\$181,447.90
Existing Capital (Free Cash) Not Spent	\$91,520.62
Total	\$2,138,339.00

The plan funded the following capital improvements which were vetted thoroughly by the Capital Asset Management Committee and reviewed by the Finance Committee before being approved by Town Meeting:

Fire- Replace SCBA Air packs	\$110,000	PD- Taser Replacement	\$18,600
Highway- Supplement Funding 6-wheel dump truck	\$17,739	PD & Fire- Communications Upgrade	\$690,000
Engineering- Scarlet Brook	\$200,000	School- TES Playground	\$468,000
IT- Server Replacement	\$67,000	Engineering- Madeline Terrace	\$110,000
IT- Network Equipment	\$14,000	Highway- 1 Ton Truck	\$71,000
PD- Station Maintenance	\$67,000	Highway- New Generator	\$35,000
School- TES Green Communities Match	\$35,000	Admin- Town Hall Roof Replacement	\$200,000
Building Commissioner Vehicle	\$35,000		
		Total:	\$2,138,339

Cemetery Commission

Douglas Latulippe
Dan Laforge
Robert Pelletier, Ex-Officio

Greetings:

It is the mission of the Tyngsborough Cemetery Commission to maintain the five Cemeteries in Town, The Drake Cemetery, the Flint Cemetery, the Memorial Cemetery, the Sherburne Cemetery and the Thompson Cemetery. The Chairman coordinates burials with the Town Clerk, and the Funeral Directors. During 2022, we sold forty-two graves and handled forty-three burials. Over the next few years we will be analyzing the need for opening another section in the Memorial Cemetery. The Commissioners are elected officials, serving three-year terms. The terms are staggered to ensure the commission has experienced members on board at all times.

A special thank you to Robert Pelletier for his many years of service.

Respectfully submitted,

Douglas Latulippe

Commission on Disability

Jack Trottier, Chair
Paul Winchester, Vice-Chair
Leanne Winchester, Clerk
Richard Howe, Member
Karen Wolf, Member
Rae Ann Jacek, Associate Member

The Tyngsborough Commission on Disability (COD) is a five-member board appointed by the Tyngsborough Board of Selectmen. Members consist of persons with a disability, family members of a person with a disability, and an appointed official.¹

The purpose of the Commission on Disability is to coordinate and implement programs designed to meet the needs of individuals with disabilities, of all ages, in coordination with the Massachusetts Office on Disability², research and identify local concerns that may impact accessibility for individuals with disabilities; advise and assist municipal officials and employees in ensuring compliance with state and federal laws; review and make recommendations to new or existing policies, procedures, services, activities, and facilities of departments, boards, and agencies of Tyngsborough that may affect individuals with disabilities; provide information, referrals, guidance and technical assistance to individuals, public agencies, businesses and organizations in all matters pertaining to disabilities; and coordinate activities of other local groups organized for similar purposes.

The Commission on Disability meets on the second Monday of the month.³ Subject to the open meeting law, the COD maintains records of its meetings and actions. Meeting information can be found on the COD website <https://www.tyngsboroughma.gov/departments/all-boards-and-committees/commission-on-disability/>

In 2022, the Commission spent most of its time reviewing the Transition Plan & Self-Evaluation that was completed in 2021. This involved reviewing outstanding issues, working with existing municipal staff & budgets to address as many issues as possible, and establishing long range plans to address most costly items. The Commission prioritized requested funding from the Capital Asset Management Committee to fund a complete parking lot redesign at the Police Department and to make incremental changes to the Council on Aging to enhance accessibility. Additionally, the Commission applied for a Massachusetts Office on Disability Project Grant in the amount of \$250,000 for open space and recreation accessibility improvements at Wicasse Fields, Bicentennial Field, and Bridgemeanow Fields. Unfortunately, this grant was not approved for FY23 but will be applied for again in FY24.

The COD aims to increase accessibility for any member of the public, wishing to attend a municipal meeting, who seeks special accommodations in accordance with the Americans with Disabilities Act. Individuals are asked to contact Jacqueline Schnackertz at (978)743-5337 or email ada@tyngsboroughma.gov. Please note, while every attempt will be made to provide reasonable accommodations, the COD asks that requests be made with as much advance notice as possible. Some requests, specifically for communication access, may require a two-week notice beyond the control of the Town.

¹ All members are registered voters in the Town of Tyngsborough

² The Massachusetts Office on Disability (MOD) works to ensure the full and equal participation of all people with disabilities in all aspects of life by working to advance legal rights, maximum opportunities, supportive services, accommodations, and accessibility in a manner that fosters dignity and self-determination. <https://www.mass.gov/orgs/massachusetts-office-on-disability>

³ In the absence of a quorum, meetings are cancelled.

Community Preservation Committee

Edward L. Smith (Conservation Committee)
 Scott Ellis (Recreation Committee)
 Warren W. Allgrove, Jr. (Historical Commission)
 Chaz Doughty (Planning Board)
 Kenneth A. Times, III (Member at Large)

Billy Crawford (Finance Committee)
 John R. Pelletier (Housing Authority)
 Guy Denommee (Member at Large)
 Joelyn Riley (Member at Large)

The Community Preservation Act (CPA) was passed in Tyngsborough in May 2001. The Act requires that a Community Preservation Committee (CPC) be formed to investigate the preservation needs of the community and make recommendations to Town Meeting for use of the CPA funds. CPA monies are raised by a community-wide real estate property surcharge of 3%. The State will provide matching funds to the extent that it has collected through the state registry of deeds. This program is a terrific way to put money into a savings account for the ability to make Tyngsborough a better community and with state matching is an added bonus.

In 2022, the CPC made the following appropriations:

<u>Reserves</u>	<u>Amount</u>
Reserve for Historic Preservation	\$ 100,000.00
Reserve for Affordable Housing	\$ 100,000.00
Reserve for Open Space	<u>\$ 100,000.00</u>
FY 2023 Budgeted Reserve	\$ 300,000.00

<u>Appropriations</u>	<u>Amount</u>	<u>Fund Category</u>
Administrative Expenses	\$ 50,000.00	Administrative
Lake Mascuppic Weed Control Program	\$ 7,000.00	Open Space/Rec
Town Center Shared Parking Lot	\$275,000.00	FY 23 Receipts
282 Middlesex Road Easement & Trails	\$40,000.00	FY 23 Receipts
Winslow School Abatement Cleanup	\$50,000.00	FY 23 Receipts
Debt Service Old Town Hall Year 5/10	\$199,959.38	FY 23 Receipts
Debt Service First Parish Year 3/10	\$64,124.00	FY 23 Receipts
Debt Service First Parish Year 3/10	\$190,000.00	Historic Preservation
Total CPC Appropriations	\$ 876,083.38	

Since its inception, the CPC has been meeting with Town Boards to collaborate on the four core areas of preservation. For example, the Housing Authority for Affordable Housing, Historical Commission for Historic Preservation, the Conservation Commission for Open Space Preservation, and the Recreation & Parks Committee for recreational open space.

The CPC also continues to work with Boards and Committees as well as residents to identify important community projects.

Respectfully Submitted,
 Community Preservation Committee

Conservation Commission

Ed Derby, Chairman
Chaz Doughty, Vice Chairman
Bruce Schofield
Linda Bown
Patrick Mical
Ed Smith
Jeff Kablik

Emilie Brush, Conservation Director
Pamela Berman, Land Use Administrative Assistant

In 2022 the Conservation Commission held 17 public meetings where we reviewed wetland permit applications submitted to the Conservation Department. This year, we reviewed the following permits:

- 22 Orders of Condition Approvals & 1 Amended Order of Condition Approval & 1 Amended Order of Condition Denial
- 3 Field Change Order of Conditions Approved
- 7 Negative Determinations
- 16 Director's Determination Approvals & 1 Director's Determination Denial
- 7 Stormwater Permits
- 13 Enforcement Orders
- 16 Complete Certificates of Compliance
- 7 Stormwater Management Permits & 1 Stormwater Management Permit Field Change
- 2 Tree Clearing Permits

The Commission continues to enforce the performance standards under the Massachusetts Wetland Protection Act (310 CMR 10.00) and the Tyngsborough Wetland Protection Bylaw and Regulations (Article XXXII) for all work within 100 feet of bordering wetland resource areas including vernal pools, and within 200 feet of riverfront and streams. In addition, the Commission has jurisdiction over the Tyngsborough Zoning Tree Protection Bylaw (3.16.00) which recognizes that forests are an important part of the ecological infrastructure of Tyngsborough and protection for wildlife habitat.

In terms of Stormwater, the Conservation Department and Engineering Department continue to collaborate to ensure compliance with EPA Municipal Separate Storm Sewer System (MS4) Permit. This permit allows municipalities to discharge stormwater to the nations' water bodies as long as certain conditions are followed including catch basin cleaning, outfall inspections, water quality sampling, GIS mapping, outreach and education. This year we issued both Major and Minor Stormwater Permits. These permits were established to ensure that the Town maintains their compliance with NPDES MS4 under the minimum control measures for construction site stormwater runoff and post construction stormwater management.

In terms of Open Space, we oversee 394 acres of open space properties throughout town including the Bell Property, Shady Glade, the Hunter/Norton Property, Sherburne Nature Center, Long Pond Shores/Camp Kiwanis Girl Scout Camp, and many more. The Commission voted to accept a land donation from 18 Bridle Path Way. In addition, the Conservation Commission with the help of the Open Space Committee are in the beginning stages of forming the Tyngsborough Land Trust. All Open Space parcels and donated properties will eventually be overseen by the Tyngsborough Land Trust.

In 2022, we said good-bye to Conservation Director Michele Grenier and welcomed our new Director Emilie Brush. The State voted to authorize two (2) Alternate members for the Commission to act as full voting members. Those positions remain vacant on January 21, 2022.

Council on Aging

The Tyngsborough Council on Aging is a respected leader and trusted partner to help people aged 60+ meet the challenges of aging. We partner with resources within the community to provide innovative programs, services and advocacy. The mission is to advocate for an improved quality of life for all seniors through supportive services, programs, events, and education and also to identify and assess the health, economic, social and cultural needs of seniors. Our primary goal is to link needs to resources. According to the US Census, the elder population (age 60 years and older) in Tyngsborough was over 3,000 in 2020. The US Census numbers determine the amount of funding that we receive from the Commonwealth of Massachusetts through the annual Formula Grant.

Activity Report for Calendar Year 2022:

Transportation – 2 Buses	2,542 rides provided to 57 senior and disabled clients
Meals on Wheels	11,466 meals were delivered to 68 clients
Brown Bag through Food Bank	288 bags provided to 24 seniors/residents
Volunteers (not counting Town departments & other agencies)	over 4,000 hours of services provided by volunteers
Who came to the Center in 2022?	65% from Tyngsborough/35% from other towns
The service population is approximately	76% female/24% male

Post-Pandemic Impact:

Transportation: Rides have more than doubled in 2 years,

Who came to the center? Total number of visitors is up 10%; the percentages of Tyngsborough residents went down with more out of towners joining us for our many activities/programs.

Services: The number of seniors who requested outreach services including SNAP, Fuel Assistance, Housing Assistance, Food Assistance and any additional support has been steadily growing.

Affiliate and supporting agencies: AgeSpan (formerly ESMV), Circle Home Health of Greater Lowell, Inc., Community Teamwork, Inc. (CTI), AARP, and Lowell Regional Transit Authority (LRTA). We offer a variety of programs and presentations to elders that improve communication and provide information from town departments such as the Fire Department, Police Department, Assessor's Office, Veterans Office, Highway Department and the Board of Selectmen; as well as the Sheriff's Office, our State Legislators and the Middlesex County District Attorney.

As the aging population continues to grow, there is a heavier reliance on the Center in the role of a social service agency. The Center continues to operate with minimal staff every year and is heavily reliant on volunteers. The Center also offers referral services to non-seniors as a social service agency for the town.

The Center is staffed with a full time Director of Elder Services and Administrative Assistant; Meal-site Coordinator 10 hours per week and a custodian for 15 hours a week. These are the only town appropriated positions. The other positions that are grant funded include: a part time program coordinator, a part time outreach coordinator, and four part time van drivers.

Goals of the Council on Aging for 2023: Focus on reintroducing programs, provide more critical programs and services and implement programs that will improve safety for the elder population; create new programs that will attract new seniors to our center. Offer services/education to our residents regarding navigating the system for services for aging partners and/or parents.

Currently, the town provides approximately 45% of the total annual operating expenses necessary to run the senior center. We rely heavily on Grants, Volunteers and Donations. We thank the citizens of Tyngsborough for your continued support.

Respectfully submitted by:
Barbara Roche, Director

Cultural Council

Barbara Monleon, Chair
Patricia McLaughlin, Treasurer
Tamara Adams, Secretary
Sharon Delmore, Member
Rachel DeCarteret, Member

Greetings, fellow residents:

It is the mission of the Tyngsborough Cultural Council (TCC) to promote excellence, access, education and diversity in the arts, humanities, and interpretive sciences in order to improve the quality of life for all Tyngsborough residents and to contribute to the economic vitality of the Tyngsborough community through the re-granting of public monies awarded to the TCC by the Massachusetts Cultural Council (MCC).

The Tyngsborough Cultural Council is an agent of the Massachusetts Cultural Council, which receives funding from the Massachusetts Legislature and the National Endowment for the Arts. Distributions are based on a local aid formula devised by the state and are not determined by the individual municipality. The \$8,700.00 annual grant allotment awarded for 2023 was distributed to very worthy individual grant applicants. It is our hope we can count on continued support and participation in the process and programs that have been granted funding for future enhancement of our town.

The Cultural Council meets the needs of Tyngsborough residents throughout the year. As in past years, cultural services and on-going activities continue to be available to Tyngsborough residents.

The Current Council is looking forward to holding a Community Event with entertainment to be provided by a grant recipient. The event will be free and open for all to attend.

As of this writing, the council has approved the cultural grants for the current grant cycle, allowing the funded applicants to move forward and begin the process for which they have been awarded. Grantees have received extensions through June 30th to complete their projects due to Covid 19.

The challenge for the Tyngsborough Cultural Council is to advocate for cultural arts and humanities and appropriate the funding for the programs upon completion.

We wish to thank all the former Tyngsborough Cultural Council members who provided the service and volunteer hours prior to the appointment of the current Tyngsborough Cultural Council, and recognize their dedication and hard work.

Furthermore, the former and current Tyngsborough Cultural Council and the grant applicants serve to remind us all that there are numerous ways that individuals working together can enhance public services, in this case, arts and humanities. Indeed, we wish to thank all of you.

Respectfully submitted,
Barbara Monleon, Chair

Engineering Department

Submitted by Jacob Zwicker, P.E. Town Engineer

The Engineering Department is responsible for the planning, design, engineering and construction administration of all projects involving the rehabilitation, maintenance, and construction of Town-owned assets. These assets include all stormwater/drainage infrastructure, roadways, sidewalks, bridges, and dams. The Engineering Department provides a wide range of assistance to other Town departments, which includes technical support, design, and review of various development projects.

Street Improvements

The Town of Tyngsborough has approximately 81 miles of Town-owned roadway. The Engineering Department is responsible for the planning, managing, and rehabilitating all town-owned infrastructure along these streets. (e.g. pavement, drainage, culverts, sidewalks, and etc.) The Engineering Department continues to explore innovative strategies to help improve the Town's infrastructure.

This year the Engineering Department has introduced new pavement preservation techniques to its roads program. These techniques focus on extending the service life of the existing surface course at a lower cost than traditional paving methods. The streets selected for this year's roads program are Appaloosa Circle, Shetland Circle, Morgan Way, Palomino Drive, Mustang Road, Arabian Way, Althea Avenue, Farwell Road, and Locust Avenue. This project will plan to preserve 5 miles of town-owned streets. The project is expected to be completed by the Spring of 2023.

Stormwater

NPDES MS4 Stormwater Permit- The National Pollutant Discharge Elimination System (NPDES) for Small Municipal Separate Storm Sewers (MS4) General Permit is a jointly issued permit by EPA and DEP authorizing communities to discharge their stormwater from their MS4. Communities are federally mandated to meet the terms and conditions of their permit. At the end of each permit year the cities/towns must submit an annual report outlining compliance with the permit.

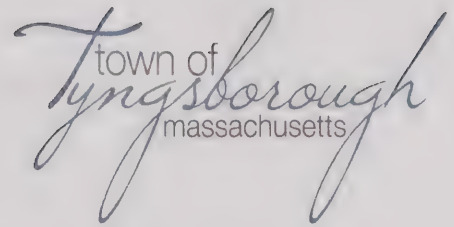
The Town of Tyngsborough submitted the year 4 annual report highlighting that the Town has successfully maintained its compliance with the permit. The year 4 permit requirements included continued dry-weather outfall screening, asset management, and identifying the leading cause of phosphorus impairments in Merrimack River.

The Town of Tyngsborough wrapped up the work for the Asset Management Planning Grant that the Town was awarded through the Massachusetts Clean Water Trust (MCWT). The project consisted of performing condition assessments on the Town's stormwater assets and developing a stormwater infrastructure criticality report.

Special Projects

- Coburn Road Sidewalk Extension- The Town was awarded a Shared Streets and Spaces grant through MassDOT. The objective of this grant was to provide funding for quick action projects to enhance outdoor spaces as communities try to slow the spread of COVID-19. The Engineering Department, with assistance from the Town Manager's office, submitted a project that extended the sidewalk network along Coburn Road. The Town was awarded a \$134,722.50 grant to fund this project. The project included extending the sidewalk 1000 feet, installing a bus shelter and installing a bike rack.
- Kendall Road Parking Lot Project- The Engineering Department assisted the Town Manager's office with the design, procurement and construction of the new public parking lot at 9 Kendall Road. This parking lot added 54 new parking stalls, improved ADA accessibility and showcased the historic crypt of Ovid Houston.
- Madeline Terrace Drainage Improvements- The Engineering Department, designed and bid a small drainage improvement project to reconfigure the drainage along Madeline Terrace. The Town entered into a contract with Woodall Construction for the installation of the drainage improvements.

The 2022 Annual Town Report



Finance Committee

Ron Schneider, Chair; Marie Lambert, Vice Chair; Scott Pozerski, Clerk, Ed Smith, Member, Larry Clawson, Member

To the Citizens of Tyngsborough:

Background

In Massachusetts, towns with a property valuation of over a million dollars are required to create a Finance Committee. Under Massachusetts General Law, a Finance Committee “shall Consider any or all municipal questions for the purpose of making reports or recommendations to the town and shall submit a budget at the annual town meeting.” (MGL, Chapter 30, Section 16). The Town of Tyngsborough By-laws state there shall be a Finance Committee consisting of five elected members. The By-laws also outline further duties of the Finance Committee including the consideration of all matters of business to be considered within the articles of any warrant and the requirements of a written report on such considerations. The Finance Committee Reports shall be made available at least seven days before Town Meeting.

FY2022 Budget

The Finance Committee worked with various departments and boards, as well as the Town Administrator and Town Accountant to develop a Fiscal Year 2022 operating budget. After municipal needs and requests were thoroughly considered, a balanced budget that also included the public schools and sewer department took shape. A Finance Committee member is appointed annually to serve on each of the Capital Asset Management and Community Preservation committees. This year, a member was also appointed to serve on the Middle School Building Committee. The Annual Town Meeting approved budget was \$43,363,670 which reflected a 2.91% increase.

The Capital Asset Management Committee after consultation with the Finance Committee and Board of Selectmen committed to relying solely on free cash and ARPA funding as opposed to borrowing any funding for the 2024 capital plan. Tyngsborough’s AA+ bond rating and the low interest rates for borrowing provided an opportunity to hold on to Stabilization Funds and Free Cash for future use.

Free Cash Policy and Financial Planning

The Director of the Bureau of Accounts must certify the amount of Free Cash that is available for appropriation. The Board of Selectmen and the Finance Committee established a policy regarding the use of Free Cash to prioritize its use toward funding expenses rather than the Operating Budget. Annual Town Meeting in Article 5 approved the recommended utilization of Free Cash as follows: \$52,500 Other Post-Employment Benefits; \$50,000 Consulting Costs for Comprehensive Zoning Review; \$28,287.50 Public Safety Building Study Committee – Feasibility Design/Cost Estimate Services for Police Headquarters

The Finance Committee monitored revenue intake and encouraged conservative budgeting while serving in an official financial oversight role.

Respectfully submitted,
Ron Schneider, Chair

Fire Department and Ambulance

Fire Chief: Wes Russell

Business: 978-649-7671

Emergency: 911

<http://www.tyngsboroughfire.com>

The Firefighters faced a series of challenging incidents in 2022 including the first fatal building fire in over Thirty years. They demonstrated great resiliency in bonding to support each other, and continuing to train to improve performance and expand capabilities in both EMS and Firefighting skills. The Department was fortunate to be awarded two Dept of Fire Services Safety Equipment grants and with a large Legislative earmark grant was able to purchase a much-needed rescue boat suitable for the Merrimack River. Ambulance volume recovered from the effects of the Pandemic contributing \$30K to retained earnings for FY2022. Recruiting also recovered. We had two recruits complete the Mass Fire Academy, and recruited two more that are already certified and work full-time for a neighboring community. We continue to recruit for Call/Part-time Firefighter EMTs who live in the area.

Fire Department Responses 2022

Total Responses	1,700
Ambulance Responses	1,213
Transports	864
Building Fires	14
Multiple Alarm Fires	3
Motor Vehicle Fires	5
Outside Fires	8
Other Fires	10
Hazmat/other Hazard	26
False Alarms	224
Mutual Aid	49
Other Responses	268

Fire Prevention Activity 2022

BDA Install	2
Blasting -	4
Certificate of Inspections (Annual) -	48
Certificate of Occupancy -	9
Energy Storage Systems -	14
Fire Alarm System -	5
Fire Suppression System -	27
Firework Display -	2
Flammable / Combustible Storage -	6
Food Trucks -	22
Gunpowder/Ammunition storage -	0
Hazardous Materials Processing -	2
Hot work/welding -	11
Oil burner/Tank installation -	27
Open Burning -	127
Propane tank installation -	21
Smoke /CO detector inspection -	218
Solar (Rooftop/ground) -	56
Tank removal -	7

Highway Department

James Hustins, Senior Foreman
Michael Bergeron, Working Foreman
William Lannan, Working Foreman
William Wilson, Equipment Operator
Thomas Feeney, Skilled Laborer
Corey Robinson, Skilled Laborer

Raymond Reekie, Skilled Laborer
Trevor Cecere, Skilled Laborer
Jacob Coutu, Skilled Laborer
Shaun Keegan, Skilled Maintenance Craftsman
Susan Silvia, Highway Clerk

The Tyngsborough Highway Department maintains the safety and quality of more than 81 miles of road in town. Our department is on call 24 hours a day, 365 days per year. Some of our duties include; road repairs, catch basin maintenance, drainage pipe maintenance, culvert maintenance and repair, manage and maintain fuel storage, pumps and software for all town vehicles, street sweeping, crosswalk painting, street signs, traffic signs, snow plowing and treating of roadways throughout the winter months, maintaining town beach, lawn maintenance at the center of town, town hall, Frost Road Park, intersections and select town fields. These duties are performed in conjunction with many other roadway related tasks.

In coordination with the Engineering Department, the Road Improvement Project of Jacques Road, Bishop Drive and Roberge Drive was completed. Drainage repairs were made on Worden Road, Althea Avenue, Danforth Road and Tyng Road as well as approximately 20 catch basins were repaired and/or rebuilt. Our team also assisted with the Winslow Road Tree Clearing Project.

Through funds appropriated at Town Meeting we added to our fleet a 2022 one-ton utility truck with plow.

My colleagues and I would like to extend our appreciation and thanks to the residents of Tyngsborough for their support throughout this fiscal year. Please visit the town website for information regarding winter operations, parking bans, street light outage reporting and how residents can help.

www.tyngsboroughma.gov/departments/highway

Respectfully Submitted,

James Hustins
Senior Foreman
jhustins@tyngsboroughma.gov
(978)649-2310



Historical Commission

Warren W Allgrove, Jr.
Marie Lambert
Robert L Kidd

Jill Bowen
John Bowen
Joy Richardson

George Dupras
Susan Morey

The Commissioners are pleased to report progress on preservation, and protection of historical and archeological assets of the town.

The commission identifies, validates and seeks to protect Tyngsborough significant historic resources. Further, it engages in community wide historic preservation planning, maintains a document inventory of the town's historic structures, landmarks and sites, and pursues projects that promote the awareness of, and appreciation for the town's historic resources.

The condition of the Littlefield Library building was upgraded, through an ongoing oversight program. During the year the building's exterior condition was improved. The brick walls, wooden trim and slate roof, were repaired with funds provided by a grant from Massachusetts Historical Preservation.

Repairs of the lighting damage to the First Parish Meeting House steeple started in January 2022. The work was completed just in time for the Town's Block party. Cost of repairs was covered by Town building insurance.

Members of the Commission worked with Veterans Agent Chris Derry, to design the Wars Memorial/Veterans Park and transfer all the stones from the existing monuments to the new site. We thank Colin Loiselle, Assistant Administrator, for obtaining a grant to enable us to accomplish this task.

The Historical Commission continues to work diligently with its partners throughout Town government and with Tyngsborough residents to identify appropriate uses for the Historic Winslow School and Littlefield Library complex.

Information Technology

Mission Statement

The mission of the Technology Department is to provide critical services for all Town departments (excluding the School Department) as well as strategic direction on technology issues. In addition, the Technology Department will continue to lead technology innovation initiatives, while responsibly managing the Town of Tyngsborough's technology resources and maintaining the highest level of reliable service to the community.

Vision Statement

The Technology vision of the Town of Tyngsborough is to utilize technology to optimize workforce efficiency and improve service levels to staff and residents.

During 2022, the Technology Department continued supporting the Finance, Human Recourse, and Payroll Departments with the implementation of MUNIS. Additionally, a series of infrastructure projects were undertaken. The first was the replacement of the Town's server infrastructure, and the other was replacement of the network switches. The final project to relocate the Town's servers to the Police Department server room where adequate backup power and security could be provided.

Respectfully Submitted,

Tom Laflamme, IT Director
978-649-2300 x140
tech@tyngsboroughma.gov

Media Department

Rony Camille, Media Director
Karen Wolf, Sr. Media Associate
Raquel Ruiz, Media Associate

Department Mission:

"To work with your local government, empower community members and non-profit organizations to create broadcast programs that promote a sense of community and celebrate individual expression, local achievements, learning, cultural exchange, and civic engagement. Our platform provides information for views and users of the station. We encourage all community members to come to learn, volunteer, and be part of the process -- a cornerstone of our democracy."

Media Director Report:

For nearly a quarter of a century, Tyngsborough's Media Department has been a part of the fabric of the community, providing gavel-to-gavel municipal meetings and town events and offering programming that speaks directly to Tyngsborough's growing population and business base. For example, in 2022 alone, we aired over 700+ hours of The Town's municipal regulatory board meetings.

Fiscal Year 2023 (2022-2023) has been pivotal for us. Here are some high-level highlights:

- Completed Technology Upgrades at 10 Kendall Road, 216
- The Memorial Day Service From the Town Common and Various Gravesites
- 30-minute Memorial Day Special: Honoring The Fallen Soldiers
- The 2022 Tyngsborough Party-By-The Bridge Block Party
- Veterans Memorial Dedication
- 2022 Annual Town and Fall (Special) Meeting
- Pre-Town Meeting Informational Sessions (Spring and Fall)
- 2022 Tyngsborough High School Graduation from Pierce Field
- Various Public Service Announcements
- Winslow Aerial and First-Person View Tour

We have completed technology upgrades at the following locations: 10 Kendall Road, 216 Meeting House. and the Council on Aging on Westford Road. We can now record, cablecast, and live-stream meetings from these locations.

In March of 2023, the Media Department's cable output underwent a brand change from "Tyngsborough TV" to "Tyngsborough Media."

This change is part of the department's rebrand efforts to showcase that the department is not just on local cable television but other platforms, including online via Over The Top appliances (Roku, Amazon Fire Stick, Apple TV), Video-on-Demand, and mobile.

We humbly thank all who continually supported and participated in our efforts in FY 2023. We look forward to supporting our mission and the people of Tyngsborough. We welcome all residents, non-profits, and business owners to learn how to produce television and create content and programming for Tyngsborough Media's Access Channel.

Visit [TyngsboroughMedia.com](https://www.tyngsboroughma.gov/TyngsboroughMedia.com) for a full list of contributors and total meeting coverage hours.

Recreation and Parks Department

Recreation Committee

Michael Knight, Chairman
Scott Ellis, Voting Member
Maureen Baril, Voting Member
Teresa Clawson, Secretary
Brittany Pinto, Associate Member
Steve Fugazzotto, Voting Member
Steve Kirby, Associate Member
Christine Weirick, Voting Member

Phillip Culver, Vice Chairman
Johnny Isenberger, Voting Member
Robin Dorio, Associate Member
Matt Bogacz, Associate Member
Heather McGaffigan, Voting Member
Nicholas DePasquale, Voting Member
Kim Diaz, Associate Member
Danielle Slattery, Associate Member

The Committee has gained new members and continues to provide a multitude of opportunities to the town.

January begins the youth basketball programs and a men's pick-up. Youth basketball continues to be a strong program for the committee. Johnny Isenburger will end his direction of the program this year. Many accolades and gratitude for his time spent.

The Shamrock Ball was back after the pandemic cancellations of 2020 & 2021. 225 girls and parents danced all night long to DJ Steve's beats and our annual Shamrock Princess was crowned, benefiting Tyngsborough High School Grad Night activities.

The Girls Youth Softball program rolled into its eleventh year with the annual winter clinic and spring season.

The Town Beach saw a major overhaul. New sand, lawn, irrigation and amenities were installed. The beach has seen an increase in activities with the upgrades. Residents are still required to display hang tags during use.

The Block Party, "Party by the Bridge" was an overwhelming success. Three extremely talented bands took the stage throughout the day. 25 food vendors and 110 artisan and crafters were selling their wares. The day concluded with a fireworks display from the river. An estimated 7000 people were in attendance.

The Festival of Trees was back in full swing and better than ever. The event was expanded to two weekends of events. The event was spread between the Meeting House and Old Town Hall. The "Winslow Wonderland" joined the buildings via the common area. 125 Tree displays were on display and free to view. Raffle tickets were sold for both the trees and over 100 raffle baskets and items. A sold-out laser light show was added to the first weekend's activities. The center of town was decorated by the committee under the direction of Chair, Michael Knight. A spectacular display for the residents of town.

The Department continued with maintenance of the town's three athletic field complexes; Community Center, Bridge Meadow and Wicasse Park. Maintenance is carried out with the assistance of the Parks liaison at the Highway Department. Bicentennial Fields and Pierce Field continue to be shared with the School Department. Athletic field scheduling is handled through the Department for recreation programs, youth sports, and all schools in town.

The Director continues to oversee the rental and maintenance of Old Town Hall, 216 Meeting House and the Recreation Center.

Alison Page, Recreation Director

Planning Board

Steven O'Neill, Chairman
Kimberly O'Brien
Eric Salerno, Town Planner

David Robson Sr., Vice Chairman
Jeremy Baldwin
Pamela Berman, Administrative Assistant

Chaz Doughty
Alternate Seat: Open

As the Commonwealth exited the pandemic in 2022, the Planning Board continued to serve the community, residents of Tyngsborough, business owners, and project developers throughout the year. The Board held 18 public meetings and provided guidance to applicants and the community through their oversight of the special permit process, plan reviews, and zoning amendments to support the growth and character of the Town.

The Board held public hearings for a variety of new projects throughout Town including:

- 6 Progress Rd. (Personal Training Gym) – Approved
- 44 Old Tyng Rd., Building 3, Unit 9 (Cannabis Cultivation & Mfg) – Approved
- 7 Middlesex Rd. (Contractor Materials Supplier) – Approved
- 50 Old Tyng Rd. (Special Permit Modification to add industrial building) – Approved
- Sherburne Ave. (Temporary Independent Living Quarters) – Approved
- 406 & 424 Middlesex Rd. (500k s.f. Building & Retail Pad) – Approved
- 46 Sherburne Ave (Active Adult Community) – Approved
- 168 Middlesex Rd. (Pet Grooming) – Approved

The Board also endorsed 4 Approval Not Required (ANR) plans, accepted 4 As-Built Plans for projects at 161-163 Westford Rd., 324 Middlesex Rd., 0 Industrial Way, and 50 Old Tyng Rd., and accepted or extended Bond Agreements for 3 projects.

The Planning Board presented four zoning bylaw amendments including:

- Amendment to address and regular Marijuana Delivery Businesses (Passed)
- Amendment to address Undersized Lots (Passed)
- Amendment to the Sign Regulations for additional signs by special permit (Passed)
- Recodification (reorganization) of the Zoning Bylaw (Passed)

The Affordable Housing Trust (AHT) held six meetings and secured the support of the Community Preservation Committee for efforts to create affordable housing at Indian Lane. The Planning Department has been trying to coordinate the transfer of the parcels to the AHT.

The Zoning Review Committee (ZRC) met five times throughout the year and worked closely with Judi Barrett and Bob Mitchell of Barrett Planning Group to reorganize the Zoning Bylaw and identify / prioritize areas for revisions to better serve the public and business community.

The Town utilized technical assistance from NMCOG, who provided planning assistance for compliance with the new section 3A of Zoning Act (Chapter 40A of MGL) commonly known as the MBTA Communities legislation. An Action Plan was filed with the state in January of 2023, and reports are being generated in 2023 to support recommendations for zoning amendments.

Police Department

Submitted by Richard D. Howe, Chief of Police

To the Town Administrator, Board of Selectmen & residents of Tyngsborough, I submit my annual report. This report is intended to give you a brief overview of the Police Department for the calendar year of 2022.

Our agency is focused on mental health and substance abuse issues which have continued to increase. Our mental health collaborative, provides our officers and the Tyngsborough community with 24-hour access to clinicians who can assist with mental health needs, or substance and alcohol abuse counseling. We also continue to send officers to Crisis Intervention Training in which officers attend a week-long training which includes scenario-based training. Approximately 50% of our officers have successfully graduated and have been certified in this program. Free access to mental health, as well as alcohol and substance abuse services, is critically important, and we urge our community to reach out to us and use this service. Details can be found on our website: <https://tyngsboroughpd.com/behavioral-health-assistance/>.

Last year we reported that work was being done to update our website. This work has been completed and our website now provides easier access for residents who are looking for information on our many programs, seeking necessary forms, applications or news updates. As always, we continue to be very active with our social media presence on Facebook and Twitter, and will be expanding it to include Instagram. We will also be expanding our social media team to include Sgt. Jake Ahern and Sgt. Kenneth Healey.

In 2022 we added three new police officer to our team, Marissa Eastwood, Dominic Benjamin, and Bryan Carter. Ofc. Eastwood and Benjamin have been exceptional additions to our team, as I'm sure Ofc. Carter will be upon his graduation from the Police Academy in March.

I am grateful to the community for the overwhelming support we have continued to receive, and I am proud to continue to serve the town as your Police Chief. Our team will continue to do everything we can to promote safety and community partnerships, as both are essential for a strong and safe community. Our police department is deeply committed to the changes which have been brought forward with police reform legislation and the need for fair and impartial policing. I can assure our residents that we will continue to serve this community with equal and fair treatment for all. I am also proud to represent an extraordinary group of men and women who make up the Tyngsborough Police Department. I thank each member of our agency who comes to work every day, and completes their job with honor and integrity, and who are dedicated to the greater good of our community and profession.

The 2022 Annual Town Report



Chief of Police

Richard D. Howe

Executive Officer of Patrol Operations

Deputy Chief Shaun Woods

Patrol

Lt. Mike Cassella

Sgt. Kenneth Healey

Lt. Shaun Wagner

Sgt. Robert Cote

Sgt. Nathan Abdallah

Sgt. Dennis Leach

Sgt. Jacob Ahern

Ofc. Evan Donnelly

Ofc. Sean Caron

Ofc. Nicholas Silva

Ofc. Charles Rubino

Ofc. Timothy Sullivan

Ofc. Saisha Carrucini

Ofc. Chris Gustafson

Ofc. Edward Caissie

Ofc. Marissa Eastwood

Ofc. Bryan Carter

Ofc. Olivia King

Ofc. Dominick Benjamin

Administrative Services Division

Kimberly Morrison – Executive Assistant to the Chief

Support Services

Sgt. Cynthia Shay - Prosecutor / Investigations: Peter Kulisich, Jason Kushmerek

School Resource Officer

Sgt. Chuck Melanson, Ofc. Bethany Bonczar, Ofc. Matthew Koziol

Communication Division

Supervisor Walesca Gomez, Assistant Supervisor Bonnie Murray,
Jose Martinez, Kimberly Desmarais, Colleen Cullen, Jennifer Barry, Ashley Cedorchuk. Part Time:
Marcie Furlong

Special Police Officers

John (Jack) Manning (Ret. Sgt.), Steve Manning (Ret. Sgt.), Bryan Nasworthy (Ret. Lt.), Joseph Pivrotto (Ret. Sgt.), Christopher Chronopoulos (Ret. Deputy), Richard Burrows (Ret. Chief), Steven Chaput (Ret. Dep. Chief) Felix Concepcion (Ret. Ofc.) James McPadden (Ret. Ofc.), David O'Brien (Ret. Ofc.), Frank Keefe (Ret. Ofc.)

Sewer Commission

Commissioners:

Brian Martin, Chairman
Fred Perrault
Darryl Wickens

Employees:

Kathleen Cayer, Sewer Administrator
Paul Provencher, Senior Foreman
Doug Latulippe, Skilled Laborer

The Tyngsborough Sewer Commission consists of an elected three-member board. Sewer Commission meetings are held on the second and fourth Thursdays of the month at 6 p.m.

Scheduled maintenance of the town-owned pump stations is on-going. Web-based monitoring systems are providing real time data resulting in early detection of potential problems and a more efficient use of the resources.

In 2022, the Commission had 8 new residential connections and 13 new commercial connections. To aid those property owners who do wish to connect to the sewer system, the Sewer Commission has offered a covenant agreement that can be utilized to pay the connection fee over time. There are separate agreements for both residential and commercial properties.

The Sewer Commission is focused on continuing with the implementation of the town's approved Comprehensive Wastewater Management Plan (CWMP). This plan directs which areas of town are prioritized for installing sewer lines. The Phase I West and the Phase 2 sewer projects have been completed to date. Design plans are underway for the remaining future phases under the CWMP. The Sewer Commission is continually seeking funding options to be able to proceed with these sewer projects, while offsetting costs to the abutting residents.

All data collection information indicates that Infiltration and Inflow (I/I) continues to be the most costly problem with the system. Infiltration is caused by leaks in the system allowing groundwater or surface storm water runoff to enter the system. Inflow is the deliberate dumping of water into the sewer system from basement sump pumps and other similar sources. This volume of clean water is metered at town lines and the town is invoiced for every gallon. Discharging clean water into the sewer system is a fineable offense. The Sewer Department has identified those areas, and has completed the 2nd phase of monitoring, which included manhole inspections, flow isolations, smoke testing, CCTV inspections and house inspections. During calendar year 2022, the Tyngsborough Sewer Department continued with the capital Inflow & Infiltration Rehabilitation project. The Tyngsborough Sewer I/I Rehab Project included rehabilitation of the existing sewer collection system in areas subject to Inflow & Infiltration that were identified in the 2020 I/I report, and deemed cost-effective to repair. The sewer system improvements addressed structural pipe failures and reduced I/I sources to the collection system. The rehabilitation included the repair and replacement of manholes, CITS, lateral sealing, additional CCTV of gravity sewer main, and removal of asbestos cement pipe. The repairs to the infrastructure within the Town's sewer system, were to comply with the Massachusetts DEP regulations in preventing Inflow and Infiltration. The Project was funded with monies made available from the State Revolving Fund (SRF) loan from the Massachusetts Clean Water Trust, and in compliance with EPA and Mass DEP/DMS provisions. The loan will be repaid through the Tyngsborough Sewer Enterprise Fund.

Sustainability Committee

The Sustainability Committee, now in our second year, was formally established by the Board of Selectman in June 2019. The Committee is tasked with supporting efforts to reduce contamination in the current recycling program and reduce future costs through the consideration of new programs and public outreach, working with town departments to support recycling initiatives at public events and buildings, assisting the Conservation Commission with public engagement and awareness regarding storm water management, and serving as a resource for both town residents and businesses in the areas of improving and implementing waste reduction and energy saving initiatives. The Committee meets monthly, on the 3rd Tuesday of the month at 6:30PM. Residents are always welcome to attend our meetings and we look forward to hearing your feedback and suggestions.

The Committee built on what we learned in 2019 and focused our efforts on education and outreach. In March 2020, the Town was awarded a \$20,000 technical assistance grant from the Massachusetts Department of Environmental Protection to support the RecyclingIQ program. This program provided information to residents about what types of items are accepted in the curbside recycling program, through direct mail pieces, social media, and updates to the Town website as well as signage around Town. The material highlighted our top contaminant, plastic bags and films, which are not accepted for recycling curbside. Additionally, cart checkers provided in-person inspection of recycling carts at the curb and real time feedback to residents. Recycling IQ ran for 16 weeks during the summer and fall of 2020. During the program, we reported a 95% reduction in tagging carts for rejection of non-recyclables. Our recycling processor, Waste Management, conducted a final audit of the quality of recyclables in late 2020 and reported a 61% improvement over the prior year. The incredible success of the program is a testament to the hard work our residents put in to re-learn what's accepted curbside for recycling.

The Sustainability Committee also spearheaded a program, begun in February of 2020, to offer a special collection of plastic bags and films at Town Hall. This program helped to reinforce the message that plastic bags are not accepted for recycling at the curb and instead should be brought to a special collection point, like at your local grocery retailer. Over the life of the program, volunteers collected 1200 pounds of material, sorted out non-recyclable bags, weighed and delivered it to a partner retailer. This material is picked up at the partner retailer to be turned into recycled composite decking by Trex. As a reward for our efforts, Trex provided the Town with two outdoor benches that will be used in the Long Pond Shores improvement project.

We continue to work toward waste reduction and resource conservation by exploring new opportunities for residents. The Town has entered into a partnership with HomeWorks Energy, of the Mass Save® program, to help residents access no-cost home energy and HVAC assessment appointments. HomeWorks Energy is committed to helping residents save money on their utility bills and improve energy efficiency. During the holiday season, we once again collected broken and unwanted string lights for recycling. Residents recycled 280 pounds of lights and kept this material out of the waste stream. Finally, we have worked to encourage residents to compost their organic waste by taking advantage of reduced cost compost bins available through the Board of Health or by subscribing to a local curbside composting service with OffBeet Compost, Black Earth Compost or City Compost.

The past year was trying in many ways. However, what was made clear, is that when we all work together, we can make a huge difference. Our community banded together to make small changes for the better. We will continue to build on this foundation for a more sustainable future.

Respectfully Submitted,
Liz Antanavica
Sustainability Committee, Chair

Sustainability Committee

This was the fourth year for the Sustainability Committee. Established by the Board of Selectman in June 2019, the Committee is tasked with supporting efforts to reduce contamination in the current recycling program and reduce future costs through the consideration of new programs and public outreach, working with town departments to support recycling initiatives at public events and buildings, assisting the Conservation Commission with public engagement and awareness regarding storm water management, and serving as a resource for both town residents and businesses in the areas of improving and implementing waste reduction and energy saving initiatives. Residents are always welcome to attend our monthly meetings, on the 3rd Tuesday of each month at 6:30PM.

Highlights of the Sustainability Committee's efforts include:

- Offered two Zero Waste Days, one in the spring (May 14) and one in the fall (November 5), collecting more than 26,000 pounds of reusable or recyclable materials.
- Delivered 125 information packets to new residents across town.
- Continued the Town's partnership with HomeWorks Energy, of the Mass Save® program, to help residents save money on their utility bills and improve energy efficiency.
- Wrote 11 educational articles for the Neighbor-to-Neighbor newsletter. Article topics included electric vehicles Q&A, the value of recyclables, alternatives to harmful herbicides, the ease and importance of keeping all textiles out of the trash, composting, sustainable gift giving, the importance of reuse, minimizing food waste around the holidays, and keeping tanglers (string lights, hangers, cords, etc.) out of recycling.
- Collected 580 pounds of broken or unwanted holiday lights, to be recycled as scrap metal.
- Worked with the Highway Department to promote the annual Town-Wide Clean-up and offer clean-up kits to residents.
- Continued to track monthly trash and recycling - as well as textile and other waste diversion tonnages and hauling and disposal costs for the town.
- Continued to encourage residents to compost their organic waste by taking advantage of reduced cost compost bins available through the Board of Health or by subscribing to a local curbside composting service with Bootstrap Compost, Black Earth Compost or City Compost.

New programs started in 2022:

- Worked with Town Administration to contract for a Waste Characterization Study to better understand what is in our trash. The results of this audit were that 74% of our trash, by weight, is not trash as defined by the Massachusetts Department of Environmental Protection (MassDEP). This is a huge opportunity for our Town and for the environment; the more recyclable, compostable or reusable items we can divert from our waste stream, the more money our town can save and the better off our environment will be.
- Worked with Town Administration and the Schools to emphasize and track textiles collection. Textiles are now banned from the waste stream in Massachusetts. The Town offers curbside textile collection from Helpsy, container textile collection at the Tyngsborough Middle School parking lot, and textile collection at our two Zero Waste Days each year.
- Education and awareness around Electric Vehicles: Wrote informative articles for the Neighbor to Neighbor and, in April, held an "EV Meetup Event" at the chargers at the Pheasant Lane Mall.

For 2023 we look forward to nurturing a more sustainable future with our focus on waste reduction, composting, textile reuse and recycling, renewable energy, energy efficiency and nurturing a circular economy.

Respectfully Submitted,
Diana Keohane
Sustainability Committee Chair



Office of the Town Clerk

Joanne Shifres, Town Clerk
Nancy Johnson, Assistant Town Clerk

jshifres@tyngsboroughma.gov
njohnson@tyngsboroughma.gov

To the Citizens of Tyngsborough:

Often considered the gateway to local government and the community, the Office of the Town Clerk serves as the central information point for residents and visitors alike. The Town Clerk is the chief election official, recording official and registrar of vital records, public records official and licensing officer. The Town Clerk is responsible for ensuring the integrity of all elections and election-related activities. We are responsible for the polling places and providing safe and accessible locations for all registered voters.

The Town Clerk records all actions of Town Meeting and updates the permanent record book for the Town. The Clerk's office is responsible for the annual town census and the creation of the annual street list.

We handle submitting all By-Law changes, both General and Zoning, to the Attorney General for approval. After the Attorney General approves the changes, the By-Laws are updated and distributed to the appropriate departments. We also maintain the Town bulletin board, oaths of office, appointments and resignations of all Town officials.

We issue state licenses and permits, including marriage licenses, business certificates, dog licenses, hunting and fishing licenses, fuel storage licenses, raffle/bazaar permits and certified requests for public documents. We are also responsible for all vital records.

The following table summarizes the 2022 fees collected:

Paid to State for Fish and Wildlife Licenses	1,696.25
Paid to Town for Fish and Wildlife Fees	155.90
Paid to Town for Dog Licenses	8,450.00
Paid to Town for Non-Criminal Disposition Fees	1,400.00
Paid to Town for Town Clerk's Fees	9,664.00
Total Receipts	21,366.15

Veteran's Service Department

The veterans' office continues an aggressive outreach program to bring benefit information to our need veterans and their widows. This outreach has significantly increased the number of families that we assist on a daily basis. We provide financial and medical assistance based on family income and assets. Single veteran/widow monthly gross income of \$2265.00 or below and a couple monthly gross income \$3052.00 or below. A primary car and home is NOT countable income. The veteran's benefits budget is projected to exceed \$180,000 in FY-22 of which 75% is reimbursed to the town from the Commonwealth of Massachusetts.

The Massachusetts legislature has provided a bonus for our members of the armed forces who have served in harm's way since September 11, 2001. A \$1,000.00 bonus for those who served in Iraq and Afghanistan. A \$500.00 bonus for those who served elsewhere around the world. Also, an increase in annuities to \$2,000.00 annually for our 100% service-connected disabled veterans, Gold Star Parents and Gold Star Spouses!

The Veteran's service Department is a one-stop center for Veterans and their dependents. We are committed to aid, counsel, and assist. My office has seen a marked increase in filing claims for our returning veterans from Iraq and Afghanistan. Most of those claims are for battlefield injuries including post-traumatic stress disorder (PTSD). The following information may be of some assistance.

Some of the services we provide are as follows – assistance with filing for domiciliary care, nursing home care, health care enrollment, outpatient pharmacy services, agent orange and gulf war claims, alcohol and drug dependence treatment, education and training, home loan guarantees, service life insurance, burial benefits including headstones and markers, bonuses, license plates, record retention, Massachusetts veterans' cemeteries, women veteran's issues, homeless veterans, replacing military records and medals, review of discharges, social security and SSI assistance, veterans' preference in employment and housing, real estate tax abatement's, along with many more benefits and entitlements.

There are approximately 1230 veterans residing in Tyngsboro. The veteran's office assists many of these veterans in filing disability compensation claims with the Veterans Administration. We have been successful in delivering approximately over 3.62 Million Dollars in financial benefits to our deserving Tyngsboro veterans! Respect, Courtesy, Confidentiality is our motto! We advocate for veterans whatever their needs. If you are a Veteran, Widow or Dependent of a Veteran who needs these services, we are available in the Town Hall, Monday through Friday, (978) 649-2300 X131, veteransagent@tyngsboroughma.gov.

Christopher W Dery
Veterans' Agent

Zoning Board of Appeals

Robb Kydd, Chair
Douglas Latulippe
Vacant Alternate Seat

Joseph Polin, Vice Chair
Shaun Keegan
Pamela Berman, Land Use Administrative Assistant

Adriana Gioumbakis
Nikki Caplis (Alternate)

The Tyngsborough Zoning Board of Appeals continued to work with the Building Commissioner and maintained their dedication to the community to provide valuable assistance to residents, businesses, and project developers.

The Board held 7 public meetings in 2022 and heard requests for 8 Variances, 5 Special Permits, and 2 As-Built Approvals.

Variances

241 Pawtucket Blvd. (Approved)
6 Lemire Ave. (Approved)
5-7 Woodside Rd. (Approved)
162 Frost Rd. (Approved)
30 Progress Ave. (Approved)
87 Groton Rd. (Approved)
45 Middlesex Rd. (Approved)
9 Long Pond Rd. (Approved)

Special Permits

6 Lemire Ave. (Approved)
30 Progress Ave. (Approved)
87 Groton Rd. (Approved)
1 Pawtucket Blvd. (Approved)
9 Long Pond Rd. (Approved)

Comprehensive Permit As-Built Approvals

Tyngsboro Crossing
Merrimac Commons

Through the sustained efforts of the ZBA, the Town has maintained a solid affordable Subsidized Housing Inventory. The Census Bureau is yet to release final year-round housing unit data, but is still expected to be approximately 4,624 which will calculate a 10.14% Subsidized Housing Inventory (SHI) with 469 affordable units accepted by the Department of Housing and Community Development.

The ZBA provides input through their participation on the Zoning Review Committee and helped craft the amendments to address requests from businesses for a second sign and undersized lots through a special permit process. The Board will continue to work with the Committee to make improvements to the Town's Zoning Bylaw to better serve the public.

Greater Lowell Technical High School

The Greater Lowell Technical High School Committee meets in the Administrative Office (Room 2260), 250 Pawtucket Boulevard, Tyngsboro, Massachusetts. Meetings are public and district residents are welcome to attend. School Committee and sub-committee meeting schedules, past meeting minutes, and the current fiscal year budget are listed on the school's website at www.gltech.org.

ELECTED SCHOOL COMMITTEE MEMBERS

Paul E. Morin	Dracut-Exp. 2024	Lee Gitschier	Lowell-Exp. 2024
Matthew Sheehan	Dracut-Exp. 2026	Ralph Hogan	Lowell-Exp. 2026
Raymond Kelly Richardson	Dunstable-Exp. 2026	Curtis J. LeMay	Lowell-Exp. 2024
Fred Bahou	Lowell-Exp. 2026	Steven A. Nocco	Tyngsboro-Exp. 2026

MISSION STATEMENT

Greater Lowell Technical High School commits to ensure students' readiness for career, college, and citizenship in the 21st century. We challenge and support students as they realize their individual potential for personal and professional success.

STUDENT ENROLLMENT CHARACTERISTICS

- 63.1% high needs students, which is 8.0% higher than the state average of 55.1%.
- 51.8% low income students, which is 9.5% higher than the state average of 42.3%.
- 16.4% students with disabilities, which is 3.0% lower than the state average of 19.4%.

STUDENT SUCCESS INDICATORS

- MCAS Participation rate of 100%.
- MCAS Exceeding, Meeting, and Partially Meeting Expectations rate of 93% in ELA, compared to the state average of 92%.
- MCAS Exceeding, Meeting, and Partially Meeting Expectations rate of 92% in Mathematics, compared to the state average of 90%.
- MCAS Exceeding, Meeting, and Partially Meeting Expectations rate of 87% in Biology, compared to the state average of 86%.
- Graduation rate of 96.1%, which is 6.3% higher than the state average of 89.8%.
- Graduation rate of 89.2% for students with disabilities, which is 12.6% higher than the State average 76.6%.
- Dropout rate of 0.1%, which is lower than the state average of 1.5%.
- Retention rate of 0.4%, which is lower than the state average of 1.2%.
- 179 out of 512 seniors (35% of class) employed on co-op in paid positions as of April 30, 2022. 35% of the Class of 2022 graduated on co-op. 43% of the class of 2022 participated in co-op.

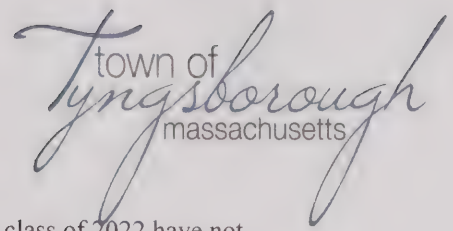
VOCATIONAL TECHNICAL EDUCATION PROGRAMS

Greater Lowell Tech offers high school students a career focused education in 23 diverse vocational technical programs organized into the following four occupational clusters: Construction Technology, Personal Services, Technology, and Transportation/Manufacturing. Each of the 23 programs is supported by an Advisory Committee comprised of business and industry partners that meet twice per year to make recommendations on program improvements and assist with identifying student employment opportunities.

ADULT PRACTICAL NURSING AND POSTSECONDARY PROGRAMS

The Practical Nursing Program is a 40-week, full-time, postsecondary course that includes both classroom and clinical instruction in acute, sub-acute, pediatric, and long-term local healthcare facilities. After completing the program, graduates are eligible to take the National Council of Licensing Examination to become a Licensed Practical Nurse. The (incomplete) first time attempted pass rate for the class of 2022 is 83%. To accommodate diverse schedules, both a daytime and an evening/weekends division are offered. The Placement Director reported

The 2022 Annual Town Report



that 91% of the graduates were placed in employment as of the fall of 2021. Some of the class of 2022 have not completed the National Exam, making placement rate incomplete at this time.

Greater Lowell also offers a variety of adult continuing education courses in the area of health career training, computer training, introductory courses for the basic trades, and continuing education courses for electricians and plumbers to prepare for their Journeyman or Masters Exams. Personal enrichment courses are also offered for those interested in improving job skills, changing careers or simply pursuing a leisure-time interest. More than 495 adult students took postsecondary courses during the past school year. All students earn certificates of completion and can obtain State or National Certifications, if applicable.

FINANCES

Revenue

2021/2022

Misc. Rev.	\$444,944
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Assessments

Included minimum contribution, transportation, and debt (building project)

Dracut	\$4,984,010
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Dunstable	\$276,368
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Lowell	\$9,697,773
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Tyngsboro	<u>\$1,450,273</u>
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ASSESSMENT TOTAL	\$16,408,424
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State Aid

Chapter 70	\$31,907,783
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Transportation	\$1,209,596
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Total State Aid	<u>\$33,117,379</u>
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TOTAL REVENUE	\$49,970,747
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Expenses:

Instruction	\$24,681,701
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Plant	\$5,123,460
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Fixed Charges	\$9,887,585
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Administration	\$3,001,167
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Other Services	\$6,178,463
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Programs w/other Districts	\$167,596
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OPEB	\$100,000
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Debt Service (Building Project)	<u>\$1,364,096</u>
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TOTAL EXPENSES	\$50,504,067
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Tyngsborough Public Schools

To the Community of Tyngsborough:

At the start of 2022, Tyngsborough Public Schools was nearing the halfway point of our 21-22 school year and was focused on our three major objectives as outlined in our Strategy for District Improvement (SDI): (1) Meeting the needs of all learners, (2) Rigorous and consistent programming, and (3) Professional practice. Throughout the 2021-2022 school year our teachers and administrators worked hard to meet the needs of all students driven by these three objectives. Although great progress was made in all areas, overall success was, again hampered, by the overarching school and student safety demands related to Covid. Although restrictions lessened throughout the spring of 2022, schools continued to lack a sense of normalcy. In June 2022 the TPS administrators along with school administrators began to examine data from a community survey. Using this data as well as other information, administrators examined our SDI and looked to make adjustments to better meet the needs of our families. As a result of this self-reflection, a simplified but meaningful theme emerged which has become our True North statement which guides all decision making and direction in the district. *"We value all people in our school community and are committed to continuous growth."* With this as our guide we also made changes to our SDI moving into the 2022-2023 school year. Keeping "Meeting the Needs of All Students" as a primary focus, "Comprehensive and Inclusive Learning Environments" and "Professional Growth and Development" were added. Collectively we have worked diligently to maintain a strong focus on all three of these initiatives.

We have effectively established the base for a multi-tiered system of support (MTSS) throughout the district which will assist in making sure that an inclusive environment exists where we can effectively meet the needs of all students. The School Committee and district and building administrators have prioritized the needs of our students' social and emotional well-being as part of the new school year and additional personnel at all three schools has had a noticeable impact on meeting the needs of our students. Tyngsborough High School initiated the process of establishing a WIN block, similar but not identical, to what exists at TES and TMS for this purpose. WIN stands for "what I need" and allows some time each day for students to access additional academic, social-emotional, or behavioral support as needed and also provides options for students in terms of enrichment or enjoyment. Staff have been receiving professional development on many fronts including targeted support for TES and TMS teachers in literacy through "Keys to Literacy" and targeted math professional learning at TMS and THS through a partnership with Lesley University. Monthly professional learning focused on Universal Design for Learning (UDL) has been delivered by building administrators in staff meetings. Universal Design will allow teachers to create and deliver lessons, assignments, and assessments which better meet the needs of our students and allow more flexible learning environments which also focus on increased reflection and feedback. As the 2022-2023 year moved into the fall and winter we enjoyed a much more familiar type of school year. Our students have resumed pre-pandemic activities in athletics, on the stage, and in the community without restrictions. 2023 promises to be an exciting year.

Dracut Water Supply District

Dracut Water Supply District Customers

We are pleased to present the FY22 Annual Report. This Report presents the overview of the District's Governing and Water System as well as the Operations, Planning, and Financials for the FY23& FY24.

Governing

Dracut Water Supply District (DWSD) was established under Massachusetts Legislation Acts (MLA) in 1905 to supply water to part of Dracut and passed MLA in 1943 to supply water to part of Tyngsborough. DWSD is an independent Public Entity, governed by an Annual Meeting of the District, managed by three elected Water Commissioners, and operated by 9 employees. The DWSD's source of income is from the water rate payers.

Water System

The District has two Wellfields, a finished water connection with Lowell Regional Water Facility, two Water Treatment Facilities, 3 Water Storage Tanks, 8 Pump Stations, 135 miles of Water Mains and 7,622 service connections.

Current Water System Challenges:

The District experiences the following issues: aging water system infrastructures, Federal and State regulation changes, high water demands in the summer months, water hydraulic limitations in some areas, no redundancy, high purchase cost of water from the City of Lowell, water quality (brown water) concerns, no fire protection in some areas.

Projects in 2019-2024:

In FY19, DWSD and the Engineers of Tighe & Bond (T&B) produced a 20-year Master Plan.

In FY20, DWSD applied and received \$20 million from the Massachusetts Drinking Water State Revolving Fund (SRF).

In FY21, DWSD implemented the following projects: the Manganese Removal Treatment Facility, 16" Water Main Improvement, and State Forest Water Storage Tank Replacement.

In FY 2022, the projects of 16" Water Main Improvement and State Forest Water Storage Tank Replacement were completed.

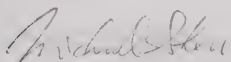
In FY 2023-2024, the project of Manganese Removal Treatment Facility is expected to be completed.

Financial

The District's finances are supported by rate payers. The revenues that we collect are being used on system's operations and many current and future improvement projects. The SRF loan is a 20-year low interest loan (2%). DWSD believes there will be no significant water rate increase to implement the above three projects. DWSD believes that the savings from not purchasing Lowell Water will be able to pay off part of the SRF loan. In addition, DWSD is looking into the possibility of selling water to neighboring Towns. The revenue of selling water will be able to pay off the SRF loan.

We are committed to providing safe and high-quality drinking water to our customers. We pledge to continue to work on the behalf of all the District customers and we welcome your constructive criticism to improve the efficiency of the District operations.

Respectfully

A handwritten signature in dark ink, appearing to read "Michael Sheu".

Michael Sheu
Superintendent

North Chelmsford Water District

Commissioners:

Bruce H. Clark, Chairman
Robert M. Leavitt, Clerk
David M. Irvine

Employees:

John H. Daughraty
Joseph L. Caron
Eric Hunnus

David Bray
Diane Lynch, Office Assistant

Management:

Paul Pires, Superintendent
Dasha I. Morell, Treasurer/Office Mgr.

To the Citizens of Tyngsborough:

The North Chelmsford Water District was originally established in 1906 as the North Chelmsford Fire District with the purpose of providing an abundant supply of pure water for drinking purposes and fire protection for 200 service connections. In 1946, by Chapter 72 of the Acts of 1946, the District became known by its current name.

Today, the District has approximately 2,929 service connections, with just under 100 service connections in Tyngsborough. The North Chelmsford Water District remains committed to providing residents with a safe, reliable supply of high-quality drinking water. Our water is tested using sophisticated equipment and advanced procedures. The District's water is sourced from 4 gravel packed wells and 2 Bedrock wells located in the Bomil Well Field. We pump water from the 4 wells and pipe it to a state-of-the art Ultrafiltration Treatment Plant. At the Treatment Plant, Chlorine Dioxide is added to oxidize iron and manganese to aid in its removal from the water supply. Potassium Hydroxide is added to adjust the pH and aid in corrosion control, and Poly Aluminum Chloride is added to aid in the filtration process. Prior to sending the finished water to the distribution system, we add chlorine to maintain a residual level between .45 to .75 milligrams per liter. We do not add fluoride to the water supply. Our water meets or exceeds all State and Federal Standards. The North Chelmsford Water District updates the Website as needed and post Water Quality Reports and information regarding PFAS.

A three-member Board of Water Commissioners elected by the water takers of North Chelmsford monitors the operations of the North Chelmsford Water District. Current members are Chairman, Bruce H. Clark, Robert M. Leavitt, Clerk and David M. Irvine.

Commissioners meet on the first Monday of each month at 4:00 PM at the Water District office. All meeting times and agendas are posted at the Chelmsford Town Hall. Those who wish to meet with the Commissioners are asked to put their request in writing and they will be added to the next agenda. We encourage public interest and participation in our decisions affecting drinking water.

The Water District office is located at 64 Washington Street, N. Chelmsford, MA. The office hours are 7:30AM to 3:30PM Monday through Friday. A member of our maintenance staff is always on-call. After hours, the answering service takes messages and will page the on-call person for water emergencies.

Our contact information:

Phone: 978-251-3931

Fax: 978-251-1181

Email: northchelmsfordwater@outlook.com

Website: www.northchelmsfordwater.com

We invite you to visit our website to find information on our current water rates, rules & regulations, Consumer Confidence Report, Summer Water Management Program, pay your bill, and to view helpful links.



Tyngsborough Water District

Board of Water Commissioners:

Warren W. Allgrove, Jr., Chairman
David J. Reault, Vice-Chairman
Edgar W. Gordon, Clerk
George L. Dupras
Thomas C. Ives

Management:

Daniel Duchesne, Superintendent

To the Citizens of Tyngsborough:

The Tyngsborough Water District was established in 1983 with the purpose of “supplying the Town with water for the extinguishment of fires and for domestic and other purposes”.

Over the years, the District has dedicated themselves to delivering drinking water that meets all State and Federal Standards. The District continually strives to adopt new methods for delivering the best quality drinking water to you. As new challenges to drinking water safety emerge, we remain vigilant in meeting the goals of source water protection, water conservation and community education while continuing to serve the needs of all our water users.

Commissioners meet on the first and third Tuesday of each month at 7:00 p.m. at the Tyngsborough Water District Office, 87 Progress Avenue, Unit #2, Tyngsborough, MA 01879. All meeting times and agendas are posted at Tyngsborough Town Hall, 25 Bryants Lane, Tyngsborough, MA 01879. You are invited to participate in our public forum and voice your concerns about your drinking water.

The Office hours are 7:00 a.m. to 3:30 p.m. Monday through Friday.

Our contact information:

Phone: 978-649-4577

Fax: 978-649-4453

Email: info@tyngsboroughwater.org

Website: <http://www.tyngsboroughwater.org/>

We invite you to visit our website to find information on our current water rates, our Consumer Confidence Report and to pay your bill.

Our Annual Consumer Confidence Report will be available after June 1st at the Water District Office and at the Tyngsborough Town Offices.

Tyngsborough Housing Authority

The Tyngsborough Housing Authority (THA) was established in 1979 and is responsible for all state public housing programs in town. Currently the THA has 88 senior, 4 congregate, 18 family, and 8 units for Department of Mental health clients. All housing applications are prioritized according to the state Department of Housing and Community Development (DHCD) guidelines. Applicants in a priority situation receive a priority for housing. Veterans and Tyngsborough residents, receive preference for housing. The THA consists of a five-member non-salaried Board of Commissioners, who serve staggered five-year terms. Three members are elected by town voters, one member is a THA resident appointed by the selectman and one member is appointed by the Governor. The Board meets on the last Wednesday of each month, alternating between the Community Rooms at Brinley Terrace at 198 Middlesex Road and the Red Pine Terrace at 186 Frost Road. The Authority has two developments for seniors and people with disabilities:

BRINLEY TERRACE, 198 Middlesex Road is a 56-unit development of two-story buildings in a lovely village setting on 5 acres. **RED PINE TERRACE, 186 Frost Road** is an accessible 32-unit, two-story building on 8 wooded acres. Each apartment has a refrigerator, stove and generous closet space. Heat, electric and hot water are included in the rent. There are on site laundry facilities and parking. The maintenance staff cares for the lawn, removes snow, does repairs in the apartment and responds to emergencies. **CONGREGATE UNITS** are a group living situation offering four private rooms and a shared kitchen, living room, dining room, and bathrooms. Meals, housekeeping, personal care, laundry services and shopping are provided by the servicing agency. Red Pine Terrace's congregate unit is for persons needing some assistance in daily living with AgeSpan of the Merrimack Valley, Inc. providing the services.

RED PINE TERRACE, 186 Frost Road has 18 family units, two of which are wheelchair accessible. The two and three bedroom apartments are designed for families and have a refrigerator, stove, generous closet space, washer/dryer hookups, storage sheds and parking.

RICK DELEO TERRACE, 130 Coburn Road is a residential development for Massachusetts DMH clients.

ELIGIBILITY FOR HOUSING is limited to seniors 60 years or older, people with disabilities under age 60, and persons 18 years of age with a need for family housing. The household's income must be below the following amounts: One person \$55,950 Two persons \$63,950 Three persons \$71,950 Four persons \$79,900 Five persons \$86,300 Six persons \$92,700.

The Commissioners and the Executive Director wish to thank the following organizations for their efforts: The Tyngsborough Highway Department for sanding and salting the Authority's developments during the winter months. The Tyngsborough Garden club for the lovely spring and fall plantings at Brinley Terrace. Residents at Red Pine Terrace senior building for their lovely plantings on the property, Massachusetts Trial Court for their help in helping maintenance with cleaning of the buildings, one senior resident at Red Pine Terrace who has maintenance experience and helped maintenance with a few maintenance things.

The Tyngsborough Housing Authority's office is located at Brinley Terrace, 198 Middlesex Road. Office hours are 9 A.M. – 2 P.M. Monday thru Friday. For information, please call 978-649-9941 or visit our website at www.tyngsborohousing.org. There you can download an application for housing; we can mail one to you or you can apply online to the centralized wait list at www.mass.gov/applyforpublichousing.

Respectfully submitted,

Brian Martin, Chairperson, A. Seth Braun, Vice-Chairperson, Robert "Bob" McCarthy, Treasurer and Tenant Board Member, Donald "Don" Lampron, Asst. Treasurer, John Pelletier, Member



Acknowledgements

This Annual Report is presented by Town Administration.

We sincerely thank all Boards, Commissions, Committees, and Departments of the Town of Tyngsborough as well as all governmental organizations in Tyngsborough for submitting a report.

This report was compiled by Colin Loiselle and Jacqueline Schnackertz in the Town Manager's Office.

The cover photo was taken by Joe Turner.

Appendices

Included at the conclusion of this report, please see the following appendices:

1. FY 22 Revenue Report
2. Agency Funds
3. Capital Projects
4. Enterprise Funds
5. Sewer Expense Report
6. Ambulance Expense Report
7. Trust Fund Report
8. Statement of Outstanding Debt
9. Cherry Sheet / State Local Aid
10. Tax Rate Recap
11. General Fund Expenditure Summary
12. May 17, 2022 Town Election Results
13. September 6, 2022 State Primary Election Results
14. November 8, 2022 General Election Results
15. May 3, 2022 Annual Town Meeting Minutes
16. May 3, 2022 Special Town Meeting Minutes
17. October 25, 2022 Special Town Meeting Minutes

Town of Tyngsborough

Revenue Report

Period Ending 6/30/2022

Year to Year Comparison

Revenue Source	6/30/2020	6/30/2021	6/30/2022	FY21 to 22 Change	FY21-22 Sparkline
Real Estate & Pers Property	\$ 28,526,468	\$ 29,607,420	\$ 30,144,594	↑ \$ 537,174	
Motor Vehicle Excise	\$ 2,066,927	\$ 2,230,039	\$ 2,205,332	↓ \$ (24,707)	
Other Excise (Meals, Room, Other)	\$ 282,836	\$ 227,987	\$ 253,770	↑ \$ 25,783	
Cannabis Excise	\$ -	\$ 134,828	\$ 213,595	↑ \$ 78,767	
Cannabis Impact Fee	\$ -	\$ 478,006	\$ 618,012	↑ \$ 140,006	
Penalties & Interest	\$ 168,331	\$ 188,928	\$ 120,924	↓ \$ (68,004)	
Rentals (Billboard Lease)	\$ 115,468	\$ 120,386	\$ 123,396	↑ \$ 3,010	
PILOT	\$ 37,859	\$ 21,160	\$ 58,552	↑ \$ 37,392	
Charges for Services - Solid Waste	\$ 8,444	\$ -	\$ -	↑ \$ -	
CPA Revenue	\$ 888,540	\$ 964,704	\$ 1,172,611	↑ \$ 207,907	
Sewer Enterprise Fund	\$ 1,417,662	\$ 1,566,327	\$ 1,641,680	↑ \$ 75,353	
Betterments Phase I	\$ 1,521,239	\$ 606,899	\$ 3,185,306	↑ \$ 2,578,407	
Ambulance Enterprise Fund	\$ 579,036	\$ 521,179	\$ 583,458	↑ \$ 62,279	
Fees	\$ 94,837	\$ 116,359	\$ 119,680	↑ \$ 3,321	
Departmental Revenue	\$ 45,487	\$ 169,884	\$ 257,954	↑ \$ 88,070	
Library Revenue	\$ 1,786	\$ 854	\$ 1,359	↓ \$ 505	
Cemetery Revenue	\$ 11,735	\$ 13,400	\$ 11,935	↓ \$ (1,465)	
License & Permits	\$ 582,201	\$ 730,306	\$ 621,760	↓ \$ (108,546)	
Fines & Forefits	\$ 21,910	\$ 18,684	\$ 18,207	↓ \$ (477)	
Investments	\$ 131,764	\$ 39,928	\$ 75,247	↑ \$ 35,319	
Comm of MA Cherry Sheet	\$ 8,819,491	\$ 8,795,763	\$ 8,870,109	↑ \$ 74,346	
Cherry Sheet Charges & Assessments	\$ (1,434,084)	\$ (1,652,585)	\$ (1,645,236)	↑ \$ 7,349	
Medicaid Reimbursement	\$ 168,646	\$ 121,379	\$ 127,992	↑ \$ 6,613	
*Misc Revenue	\$ 495,130	\$ 601,821	\$ 686,933	↑ \$ 85,112	
Tax Liens Redeemed	\$ 104,479	\$ 195,351	\$ 115,609	↓ \$ (79,742)	
Total	\$ 44,656,191	\$ 45,819,007	\$ 49,582,779	↑ \$ 3,763,772	

*Other available revenue sources include general fund reimburse from Enterprise, PEG, Transfer from debt & stabilizations and Wetlands protection

**Misc revenue includes \$436k in restitution

Town of Tyngsborough

Revenue Report

Period Ending 6/30/22

Collections as a Percent of Budget

Revenue Source	FY22 Estimated	FY22 Actual	Variance	% Collected
Real Estate & Pers Property	\$ 30,433,197	\$ 30,144,594	\$ (288,603)	99.05%
Motor Vehicle Excise	\$ 2,000,000	\$ 2,205,332	\$ 205,332	110.27%
Other Excise (Meals, Room, Other)	\$ 200,000	\$ 253,770	\$ 53,770	126.89%
Cannabis Excise	\$ 150,000	\$ 213,595	\$ 63,595	142.40%
Cannabis Impact Fee	\$ 600,000	\$ 618,012	\$ 18,012	103.00%
Penalties & Interest	\$ 200,000	\$ 120,924	\$ (79,076)	60.46%
Rentals (Billboard Lease)	\$ 121,800	\$ 123,396	\$ 1,596	101.31%
PILOT	\$ 30,000	\$ 58,552	\$ 28,552	195.17%
CPA Revenue	\$ 650,000	\$ 1,172,611	\$ 522,611	180.40%
Sewer Enterprise Fund	\$ 1,366,565	\$ 1,641,680	\$ 275,115	120.13%
+Betterments Phase I	\$ 572,648	\$ 3,185,306	\$ 2,612,658	556.24%
Ambulance Enterprise Fund	\$ 571,869	\$ 583,458	\$ 11,589	102.03%
Fees	\$ 90,000	\$ 119,680	\$ 29,680	132.98%
Departmental Revenue	\$ 65,000	\$ 257,954	\$ 192,954	396.85%
Library Revenue	\$ 2,000	\$ 1,359	\$ (641)	67.95%
Cemetery Revenue	\$ 10,000	\$ 11,935	\$ 1,935	119.35%
License & Permits	\$ 525,000	\$ 621,760	\$ 96,760	118.43%
Fines & Forefits	\$ 20,000	\$ 18,207	\$ (1,793)	91.04%
Investments	\$ 100,000	\$ 75,247	\$ (24,753)	75.25%
Comm of MA Cherry Sheet	\$ 9,157,653	\$ 8,870,109	\$ (287,544)	96.86%
Cherry Sheet Charges & Assessments	\$ (1,645,244)	\$ (1,645,236)	\$ 8	100.00%
Medicaid Reimbursement	\$ 150,000	\$ 127,992	\$ (22,008)	85.33%
*Misc Revenue	\$ 195,862	\$ 686,933	\$ 491,071	350.72%
Tax Liens Redeemed	\$ -	\$ 115,609	\$ 115,609	N/A
Total	\$ 45,566,350	\$ 49,582,779	\$ 4,016,429	108.81%
Estimated Local Receipts	\$ 4,309,662	\$ 5,386,656	\$ 1,076,994	124.99%

*Other available revenue sources include general fund reimburse from Enterprise, PEG, Transfer from debt & stabilizations and Wetlands protection

**Misc revenue includes \$436k in restitution

+Betterment not included in budget in FY20

Fund Number	Fund Name	Accounts Receivable	Deferred Revenue	Balance 6/30/2022	Receipts thru 9/30/2022	BAN's	Remaining Deficit 6/30/2022
820	DAN LAWRENCE			8,000.00			0.00
820	LAWRENCE WOOD			1,000.00			0.00
820	TOWN FARM			7,000.00			0.00
820	LAWRENCE & TOWN			2,000.00			0.00
820	SCHOOL			5,000.00			0.00
820	SCHOOL CHARLES			2,000.00			0.00
820	CEMETERY PERPETUAL			221,247.50			0.00
820	CEMETERY CLARA			500.00			0.00
820	LIBRARY TRUST MARY			5,000.00			0.00
820	LIBRARY TRUST LUCY			4,000.00			0.00
820	LIBRARY TRUST FRED			2,000.00			0.00
820	LIBRARY TRUST BENNETT			300.00			0.00
820	LIBRARY TRUST BRIDGES			100.00			0.00
820	LIBRARY TRUST ELLIOT			1,100.00			0.00
820	LIBRARY TRUST NORRIS			965.00			0.00
820	LIBRARY TRUST PARK			148.12			0.00
820	LIBRARY TRUST PERHAM			1,000.00			0.00
820	LIBRARY TRUST CARL			1,000.00			0.00
820	HISTORIC COMM			320.00			0.00
800	OPEB			414,575.09			0.00
800	SENIOR TAX RELIEF			9,798.02			0.00
800	LOCAL SCHOLARSHIP			3,325.69			0.00
800	CONSERVATION			31,758.54			0.00
840	INVESTMENT ADJ			3,306.87			0.00
840	DAN LAWRENCE			15,806.14			0.00
840	LAWRENCE WOOD			4,644.21			0.00
840	TOWN FARM			931.24			0.00
840	LAWRENCE & TOWN			12,074.98			0.00
840	SCHOOL			615.77			0.00
840	SCHOOL CHARLES			228.50			0.00
840	SCHOOL EDUCATION			1,483.54			0.00
840	SCHOOL WANG			2,169.55			0.00
840	SCHOOL RUTH			(0.01)			(0.01)
840	SCHOOL MICHAEL			8,529.00			0.00
840	CEMETERY PERPETUAL			109,814.06			0.00
840	CEMETERY CLARA			6,606.61			0.00
840	CEMETERY DAVID			1,819.92			0.00
840	LIBRARY TRUST MARY			83,612.75			0.00
840	LIBRARY TRUST LUCY			158,300.82			0.00
840	LIBRARY TRUST FRED			62,537.23			0.00
840	LIBRARY TRUST POLLY			1,501.03			0.00
840	LIBRARY TRUST MARY F			484.06			0.00
840	LIBRARY TRUST ELLIOT			5,045.83			0.00
840	LIBRARY TRUST NORRIS			2,550.81			0.00
840	LIBRARY TRUST PARK			1,030.09			0.00
840	LIBRARY TRUST PERHAM			9,285.70			0.00
840	LIBRARY TRUST CARL			5,107.10			0.00
840	LIBRARY TRUST COBURN			1,554.00			0.00
840	LIBRARY TRUST KEYES			620.61			0.00
840	HISTORIC COMM			1,403.19			0.00
850	TOWN FARM			200.00			0.00
860	AFFORDABLE HOUSING			26,745.63			0.00
Total Agency Balance		0.00	0.00	1,250,147.19	0.00	0.00	

Please enter amount reported in the agency fund liability cell of the combined balance sheet.

Please enter amount reported in the fund balance section of the combined balance sheet.

Total Agency Balance

Does Not Equal Total Agency Balance Above

Tyngsborough
Capital Project Fund Balance Detail
as of June 30, 2022
(Unaudited)

Fund Number	Fund Name	Accounts Receivable	Deferred Revenue	Fund Balance 6/30/2022	Receipts thru 9/30/2022	BAN's 6/30/2022	BAN's / Debt Issued 7/1/2022 - 9/30/2022	Remaining Deficit 6/30/2022
301	WINSLOW LEAD ASBESTOS REMOVAL			128,653.04				0.00
301	Building Maintenance			15,213.09				0.00
301	TH Maintenance			40,000.00				0.00
301	MUNIS CONVERSION			97,440.92				0.00
301	COL - SFTWRE UPGRD (FY16-B)/\$18,100			13,776.60				0.00
301	Station Building Maintenance			13,553.66				0.00
301	Public Safety Communications Upgrade			91,520.62				0.00
301	FIR UPDATE/DESIGN NEW STATN/\$15K			3,216.33				0.00
301	FIRE - 2018 KME PUMPER			15,303.02				0.00
301	Fire Station 1 Generator			25,000.00				0.00
301	Streetlights Phase 1			41,721.64				0.00
301	Engineer Vehicle			4,403.03				0.00
301	Westford Road Culvert			39,998.09				0.00
301	HWY - PAVING EQUIPMENT			5,167.56				0.00
301	6 W/1 Dump w/Plow			188,713.07				0.00
301	6 Highway Dump Truck			193,000.00				0.00
301	TPS Dump Truck			2,513.55				0.00
301	FB - TMS FEASIBILITY			(270,942.37)		504,409.00		0.00
				648,251.85				0.00
303	PEG CENTER			833,664.86				0.00
304	1ST PARISH Building			26,528.18				0.00
	Bond Premium			26,948.22				0.00
	Total Capital Projects Fund Balance	0.00	0.00	1,535,393.11	0.00	504,409.00	0.00	0.00

[illegible]

Town of Tyngsborough

All Departments Expenditure Report

From 07/01/2021 to 06/30/2022

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Expended	Unencumbered Balance	% Exp
Department 460 - Sewer Enterprise								
600-000-5100-000	SEW COMMISSIONER STIPENDS		6,500.00			2,600.04	3,899.96	40.00 %
600-000-5111-000	SEW SAL - ADMINISTRATOR		73,339.97			73,055.36	284.61	99.61 %
600-000-5113-001	SEW - LONGEVITY		5,400.00			6,400.00	-1,000.00	118.51 %
600-460-5113-000	SEWER - SAL & WAGES LONGEVITY							100.00 %
600-000-5115-000	SEW SAL & WAGES - CLERICAL		3,058.00				3,058.00	0.00 %
600-000-5117-000	SEW WAGES - SR FOREMAN		72,328.20			72,082.34	245.86	99.66 %
600-000-5119-000	SEW WAGES - INSTRUMENT TECH		58,684.92			59,182.93	-498.01	100.84 %
600-000-5130-000	SEW WAGES - OVERTIME		13,536.00			7,036.93	6,499.07	51.98 %
600-000-5170-000	SEW EMPLOYEE FRINGE BENEFITS		79,469.00			79,469.00		100.00 %
600-000-5195-000	SEW STIPEND SAFETY BOOTS		1,850.00			1,850.00		100.00 %
600-000-5198-000	SEW STIPEND HOISTING LIC					200.00	-200.00	100.00 %
			314,166.09			301,876.60	12,289.49	96.08 %
Salaries & Wages								
600-000-5210-000	SEW ELECTRICITY		60,888.00			56,586.24	4,301.76	92.93 %
600-000-5220-000	SEW NATURAL GAS		11,749.00			8,527.72	3,221.28	72.58 %
600-000-5230-000	SEW WATER UTILITY CHARGES		2,032.00			1,989.62	42.38	97.91 %
600-000-5242-000	SEW REPAIR / MAINT - VEHICLES		7,000.00			3,022.51	3,977.49	43.17 %
600-000-5250-000	SEW RPR & MAINT - PUMP STATIONS		102,500.00			47,831.73	54,668.27	46.66 %
600-000-5271-000	SEW BLDG RENTAL EXP		30,000.00			18,000.00	12,000.00	60.00 %
600-000-5300-000	SEW PROFESSIONAL SRVS - OTHER		13,000.00			630.00	12,370.00	4.84 %
600-000-5306-000	SEW ENGINEERING SRVS		25,000.00			19,258.75	5,741.25	77.03 %
600-000-5308-000	SEW CONF /TRAINING /SEMINARS		2,358.00				2,358.00	0.00 %
600-000-5310-000	SEW LEGAL SERVICES		205,000.00			21,206.28	183,793.72	10.34 %
600-000-5311-000	SEW LEGAL NOTICES		4,000.00			399.52	3,600.48	9.98 %
600-000-5340-000	SEW TELEPHONE / COMMUNICATIONS		12,552.00			11,984.97	567.03	95.48 %
600-000-5345-000	SEW POSTAGE		4,556.00			790.81	3,765.19	17.35 %
600-000-5420-000	SEW OFFICE SUPPLIES		1,500.00			563.66	936.34	37.57 %
600-000-5430-000	SEW BLDG & EQUIP SUPPLIES		7,500.00			3,361.29	4,138.71	44.81 %
600-000-5485-000	SEW GASOLINE & DIESEL FUEL		7,000.00			7,318.51	-318.51	104.55 %
600-000-5695-000	SEW IMA - CHELMSFORD		332,142.00			342,520.90	-10,378.90	103.12 %
600-000-5696-000	SEW IMA - DRACUT		267,361.00			298,049.73	-30,688.73	111.47 %
600-000-5697-000	SEW IMA - LOWELL		13,432.00			7,635.73	5,796.27	56.84 %

Town of Tyngsborough

All Departments Expenditure Report

From 07/01/2021 to 06/30/2022

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Expended	Unencumbered Balance	% Exp
600-000-5710-000	SEW TRAVEL EXPENSE		58.00			27.61	30.39	47.60 %
600-000-5730-000	SEW DUES / SUBS / MBRSHPS		2,000.00				2,000.00	0.00 %
600-000-5799-000	SEW GENERAL FD REIMB		79,926.00			79,726.00	200.00	99.74 %
600-000-5850-000	SEW CAPITAL PROJECTS / ASSETS		691,832.00			150,504.48	541,327.52	21.75 %
600-000-5851-000	SEW ADD'L EQUIP - VEHICLES		40,000.00			38,978.30	1,021.70	97.44 %
600-000-5910-000	SEW DEBT PRIN (L/T) - NON-EXEMPT		71,387.00			71,386.26	0.74	99.99 %
600-000-5910-001	SEW DEBT PRIN - PHASE I WEST		332,915.00			332,915.00		100.00 %
600-000-5915-000	SEW DEBT INT (L/T) - NON-EXEMPT		21,566.00			21,564.49	1.51	99.99 %
600-000-5915-001	SEW DEBT INT (L/T) PHASE I WEST		117,902.00			117,901.14	0.86	99.99 %
600-000-5915-002	SEW DEBT INT (L/T) PHASE 2		121,831.00				121,831.00	0.00 %
Expenses			2,588,987.00			1,662,681.25	926,305.75	64.22 %
Total Dept 460 - Sewer Enterprise			2,903,153.09			1,964,557.85	938,595.24	67.66 %
600 Total SEWER ENTERPRISE FUND			2,903,153.09			1,964,557.85	938,595.24	67.66 %
Grand Total		0.00	2,903,153.09	0.00	0.00	1,964,557.85	938,595.24	67.66 %

Town of Tyngsborough

All Departments Expenditure Report

From 07/01/2021 to 06/30/2022

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Expended	Unencumbered Balance	% Exp
Department 231 - AMBULANCE SERVICE								
652-000-5110-000	AMB SAL & WAGES - PERMANENT		435,294.00			390,854.99	44,439.01	89.79 %
652-000-5130-000	AMB OVERTIME		17,000.00			23,270.96	-6,270.96	136.88 %
652-000-5150-000	AMB HOLIDAY / SICK / VACA		17,000.00			27,346.76	-10,346.76	160.86 %
652-000-5170-000	AMB EMPLOYEE FRINGE BENEFITS		41,734.00			41,734.00		100.00 %
			511,028.00			483,206.71	27,821.29	94.55 %
Salaries & Wages								
652-000-5242-000	AMB REPAIR / MAINT -VEHICLES		7,000.00			10,303.81	-3,303.81	147.19 %
652-000-5300-000	AMB BILLING SERVICES		23,250.00			25,630.40	-2,380.40	110.23 %
652-000-5420-000	AMB OFFICE SUPPLIES		400.00				400.00	0.00 %
652-000-5480-000	AMB VEHICLES SUPPLIES		500.00				500.00	0.00 %
652-000-5485-000	AMB GASOLINE & DIESEL		4,750.00			8,467.69	-3,717.69	178.26 %
652-000-5580-001	AMB SUPPLIES - DISPOSABLE		7,000.00			7,097.25	-97.25	101.38 %
652-000-5580-002	AMB EQUIPMENT - DURABLE		4,000.00			3,267.36	732.64	81.68 %
652-000-5750-000	ENC - AMBULANCE					818.62	-818.62	100.00 %
652-000-5799-000	AMB GENERAL FD REIMB		13,940.00			13,940.00		100.00 %
			60,840.00			69,525.13	-8,685.13	114.27 %
Expenses								
Total Dept 231 - AMBULANCE SERVICE			571,868.00			552,731.84	19,136.16	96.65 %
652 Total AMBULANCE ENTERPRISE FUND								
		0.00	571,868.00	0.00	0.00	552,731.84	19,136.16	96.65 %
Grand Total								

Fund Number	Fund Name	Accounts Receivable	Deferred Revenue	Balance 6/30/2022	Receipts thru 9/30/2022	BAN's	Remaining Deficit 6/30/2022
820	DAN LAWRENCE			8,000.00			0.00
820	LAWRENCE WOOD			1,000.00			0.00
820	TOWN FARM			7,000.00			0.00
820	LAWRENCE & TOWN			2,000.00			0.00
820	SCHOOL			5,000.00			0.00
820	SCHOOL CHARLES			2,000.00			0.00
820	CEMETERY PERPETUAL			221,247.50			0.00
820	CEMETERY CLARA			500.00			0.00
820	LIBRARY TRUST MARY			5,000.00			0.00
820	LIBRARY TRUST LUCY			4,000.00			0.00
820	LIBRARY TRUST FRED			2,000.00			0.00
820	LIBRARY TRUST BENNETT			300.00			0.00
820	LIBRARY TRUST BRIDGES			100.00			0.00
820	LIBRARY TRUST ELLIOT			1,100.00			0.00
820	LIBRARY TRUST NORRIS			965.00			0.00
820	LIBRARY TRUST PARK			148.12			0.00
820	LIBRARY TRUST PERHAM			1,000.00			0.00
820	LIBRARY TRUST CARL			1,000.00			0.00
820	HISTORIC COMM			320.00			0.00
800	OPEB			414,575.09			0.00
800	SENIOR TAX RELIEF			9,798.02			0.00
800	LOCAL SCHOLARSHIP			3,325.69			0.00
800	CONSERVATION			31,758.54			0.00
840	INVESTMENT ADJ			3,306.87			0.00
840	DAN LAWRENCE			15,806.14			0.00
840	LAWRENCE WOOD			4,644.21			0.00
840	TOWN FARM			931.24			0.00
840	LAWRENCE & TOWN			12,074.98			0.00
840	SCHOOL			615.77			0.00
840	SCHOOL CHARLES			228.50			0.00
840	SCHOOL EDUCATION			1,483.54			0.00
840	SCHOOL WANG			2,169.55			0.00
840	SCHOOL RUTH			(0.01)			(0.01)
840	SCHOOL MICHAEL			8,529.00			0.00
840	CEMETERY PERPETUAL			109,814.06			0.00
840	CEMETERY CLARA			6,606.61			0.00
840	CEMETERY DAVID			1,819.92			0.00
840	LIBRARY TRUST MARY			83,612.75			0.00
840	LIBRARY TRUST LUCY			158,300.82			0.00
840	LIBRARY TRUST FRED			62,537.23			0.00
840	LIBRARY TRUST POLLY			1,501.03			0.00
840	LIBRARY TRUST MARY F			484.06			0.00
840	LIBRARY TRUST ELLIOT			5,045.83			0.00
840	LIBRARY TRUST NORRIS			2,550.81			0.00
840	LIBRARY TRUST PARK			1,030.09			0.00
840	LIBRARY TRUST PERHAM			9,285.70			0.00
840	LIBRARY TRUST CARL			5,107.10			0.00
840	LIBRARY TRUST COBURN			1,554.00			0.00
840	LIBRARY TRUST KEYES			620.61			0.00
840	HISTORIC COMM			1,403.19			0.00
850	TOWN FARM			200.00			0.00
860	AFFORDABLE HOUSING			26,745.63			0.00
Total Agency Balance		0.00	0.00	1,250,147.19	0.00	0.00	(0.01)

Please enter amount reported in the agency fund liability cell of the combined balance sheet.
Please enter amount reported in the fund balance section of the combined balance sheet.

Does Not Equal Total Agency Balance Above

Total Agency Balance	0.00
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Town of Tyngsborough, Massachusetts

Aggregate Debt Service - As of June 30, 2022

DATE	PRINCIPAL	INTEREST	TOTAL P+I
06/30/2022	-	-	-
06/30/2023	1,645,781.37	430,380.40	2,076,161.77
06/30/2024	1,615,111.99	385,312.43	2,000,424.42
06/30/2025	1,614,641.80	324,476.18	1,939,117.98
06/30/2026	1,309,377.52	269,994.79	1,579,372.31
06/30/2027	1,228,782.74	224,232.04	1,453,014.78
06/30/2028	978,829.87	186,034.92	1,164,864.79
06/30/2029	807,367.00	156,687.15	964,054.15
06/30/2030	692,511.00	133,731.62	826,242.62
06/30/2031	492,873.00	118,950.14	611,823.14
06/30/2032	503,459.00	109,213.35	612,672.35
06/30/2033	514,273.00	99,266.87	613,539.87
06/30/2034	525,321.00	89,106.10	614,427.10
06/30/2035	536,606.00	78,726.45	615,332.45
06/30/2036	548,135.00	68,123.20	616,258.20
06/30/2037	559,910.00	57,291.49	617,201.49
06/30/2038	571,940.00	46,226.45	618,166.45
06/30/2039	584,230.00	34,923.00	619,153.00
06/30/2040	596,782.00	23,376.01	620,158.01
06/30/2041	594,062.00	11,735.68	605,797.68
Total	\$15,919,994.29	\$2,847,788.27	\$18,767,782.56

Par Amounts Of Selected Issues

November 1 2004 -School (New Elementary) (IE)	780,000.00
November 16 2005 MWPAT CW-03-27 (I)	21,076.00
December 15 2009 MWPAT CW-06-20 (I) Revised	64,628.29
December 15 2009 MWPAT CW-06-20-A (I)	28,999.00
August 15 2013 -School Boilers (I)	145,000.00
August 15 2013 -Fire Truck (I)	135,000.00
August 15 2013 -Fire Truck 2 (I)	90,000.00
August 15 2013 -Wash Station Completion (I)	40,000.00
August 15 2013 -Pierce Field Bleachers (I)	75,000.00
August 15 2013 -Dump Truck w/ Plow (I)	30,000.00
August 15 2013 -Wood Chipper (I)	10,000.00
August 15 2013 -School Technology (I)	10,000.00
October 19 2017 -Remodeling Old Town Hall (I)	990,000.00
October 19 2017 -School Facilities Concession Stand (I)	60,000.00
October 19 2017 -HS Roof & Boiler Replacement (OE)	165,000.00
August 22 2019 -First Parish Building Renovations (I)	1,360,000.00
August 22 2019 -Add'l First Parish Building Renovation (I)	115,000.00
August 22 2019 -Fire Engine 3 Replacement (I)	460,000.00
August 22 2019 -Pierce Field Turf Replacement (I)	240,000.00
August 22 2019 -Software (I)	220,000.00
August 22 2019 -Highway Departmental Vehicle (I)	130,000.00
August 22 2019 -Winslow School Asbestos Abatement (I)	70,000.00
October 24 2019 MCWT CW-18-04 (I)	229,554.00
MAY 11 2021 MCWT CW-15-10 (I)	8,907,013.00
MAY 11 2021 MCWT CW-19-03 (I)	478,724.00
June 23 2022 N/C -Building Maintenance (I)	75,000.00
June 23 2022 N/C -Memorial Cemetery Fence (I)	9,000.00
June 23 2022 N/C -Station Building Maintenance (I)	13,500.00
June 23 2022 N/C -Station Exhaust System (I)	27,778.00
June 23 2022 N/C -1 Ton Dump Truck (I)	61,449.00
June 23 2022 N/C -6wh DT w/plow & sander replacement (I)	187,966.00
June 23 2022 N/C -Hot Box Trailer (I)	39,680.00
June 23 2022 N/C -Electric Car Charger (I)	10,000.00
June 23 2022 N/C -Cruiser Radios (I)	9,753.00
June 23 2022 N/C -Handgun Replacement (I)	21,210.00

June 23 2022 N/C -Patrol Rifles (I)	9,388.00
June 23 2022 N/C -TES Phone System Phase 2 (I)	27,866.00
June 23 2022 N/C -Highway 6wh Dump Truck (I)	171,262.00
June 23 2022 N/C -Police Generator (I)	26,000.00
June 23 2022 N/C -THS Elevator Repair (I)	70,000.00
June 23 2022 N/C -TPS Dump Truck (I)	65,000.00
June 23 2022 N/C -Engineer Vehicle (I)	35,000.00
June 23 2022 N/C -Streetlight Phase 1 (I)	42,500.00
June 23 2022 N/C -Town Hall Maintenance (I)	40,000.00
June 23 2022 N/C -Fire Station 1 Generator (I)	25,000.00
June 23 2022 N/C -Police Key FOB Phase 2 (I)	22,748.00
June 23 2022 N/C -Westford St. Culvert (I)	74,900.00

TOTAL	15,919,994.29
--------------	----------------------

Aggregate | 7/ 6/2022 | 2:00 PM

Hilltop Securities, Inc.
Public Finance



MA Department of Revenue

Division of Local Services

Municipal Cherry Sheet Estimates

Data current as of 7/28/2022

Return to Previous page

Preliminary Municipal Cherry Sheet Estimates

Select a Fiscal Year 2022 ▼

Select a Municipality Tyngsborough ▼

Submit

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Assessments & Charges

C.S. 1-ER Commonwealth of Massachusetts Department of Revenue FY2022

NOTICE TO ASSESSORS OF ESTIMATED RECEIPTS

General Laws, Chapter 58, Section 25A

Tyngsborough

A. EDUCATION

Distributions and Reimbursements

Chapter 70	7,457,854
School Transportation	0
Charter Tuition Reimbursement	121,530
Smart Growth School Reimbursement	0

Offset Items - Reserve for Direct Expenditure:

School Choice Receiving Tuition	271,766
---------------------------------	---------

Sub-Total, All Education Items:

7,851,150

B. GENERAL GOVERNMENT:

Distributions and Reimbursements

Unrestricted General Government Aid	1,062,136
Local Share of Racing Taxes	0
Regional Public Libraries	0
Veterans Benefits	139,059
Exemp: VBS and Elderly	68,144
State Owned Land	31,759

Offset Items - Reserve for Direct Expenditure:

Public Libraries	23,131
------------------	--------

Sub-Total, All General Government:

1,324,229

C. TOTAL ESTIMATED RECEIPTS:

9,175,379

Questions About Local Aid Please Email The Municipal Databank at : databank@dor.state.ma.us

TAX RATE RECAPITULATION

Fiscal Year 2022

I. TAX RATE SUMMARY

la. Total amount to be raised (from page 2, IIe)	\$ 50,641,597.27
lb. Total estimated receipts and other revenue sources (from page 2, IIIe)	20,219,931.34
lc. Tax Levy (la minus lb)	\$ 30,421,665.93
ld. Distribution of Tax Rates and levies	

CLASS	(b) Levy percentage (from LA5)	(c) lc above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	88.1584	26,819,253.94	1,795,130,147.00	14.94	26,819,244.40
Net of Exempt					
Open Space	0.0000	0.00	0.00	0.00	0.00
Commercial	6.0688	1,846,230.06	123,576,557.00	14.94	1,846,233.76
Net of Exempt					
Industrial	3.3376	1,015,353.52	67,961,380.00	14.94	1,015,343.02
SUBTOTAL	97.5648		1,986,668,084.00		29,680,821.18
Personal	2.4352	740,828.41	49,588,002.00	14.94	740,844.75
TOTAL	100.0000		2,036,256,086.00		30,421,665.93

MUST EQUAL 1C

Assessors

Ann Marie Conant, Assessor , Tyngsborough , lwoekel@tyngsboroughma.gov 978-649-2300 | 11/16/2021 11:22 AM

Comment:

David Andrus, Accountant , Tyngsborough , dandrus@tyngsboroughma.gov 978-649-2300 | 11/22/2021 4:00 PM

Comment:

Jennifer Wilson, Assessor , Tyngsborough , lwoekel@tyngsboroughma.gov 978-649-2300 | 11/16/2021 10:49 AM

Comment:

Lauren M. Woekel, Chief Assessor , Tyngsborough , lwoekel@tyngsboroughma.gov 978-649-2300 | 11/16/2021 10:36 AM

Comment:

Marie Lambert, Assessor , Tyngsborough 978-649-2300 | 11/16/2021 12:58 PM

Comment:

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By: Bobbi Colburn

Date: 12/01/2021

NOTE : The information was Approved on 12/1/2021

TAX RATE RECAPITULATION
Fiscal Year 2022

Approved: Andrew Nelson
Director of Accounts: Deborah A. Wagner

Deborah A. Wagner

NOTE : The information was Approved on 12/1/2021

TAX RATE RECAPITULATION

Fiscal Year 2022

II. Amounts to be raised

IIa. Appropriations (col.(b) through col.(g) from page 4)		<u>48,357,277.63</u>
IIb. Other amounts to be raised		
1. Amounts certified for tax title purposes	<u>0.00</u>	
2. Debt and interest charges not included on page 4	0.00	
3. Final Awards	0.00	
4. Retained Earnings Deficit	0.00	
5. Total cherry sheet offsets (see cherry sheet 1-ER)	294,897.00	
6. Revenue deficits	0.00	
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00	
8. CPA other unappropriated/unreserved	<u>173,156.24</u>	
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00	
10. Other :	0.00	
TOTAL IIb (Total lines 1 through 10)		<u>468,053.24</u>
IIc. State and county cherry sheet charges (C.S. 1-EC)		1,654,405.00
IId. Allowance for abatements and exemptions (overlay)		161,861.40
IIE. Total amount to be raised (Total IIa through IId)		<u>50,641,597.27</u>

III. Estimated receipts and other revenue sources

IIIa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	9,175,379.00	
2. Massachusetts school building authority payments	0.00	
TOTAL IIIa		<u>9,175,379.00</u>
IIIb. Estimated receipts - Local		
1. Local receipts not allocated (page 3, col (b) Line 24)	<u>4,605,497.04</u>	
2. Offset Receipts (Schedule A-1)	<u>0.00</u>	
3. Enterprise Funds (Schedule A-2)	<u>3,468,227.70</u>	
4. Community Preservation Funds (See Schedule A-4)	<u>1,010,000.00</u>	
TOTAL IIIb		<u>9,083,724.74</u>
IIIc. Revenue sources appropriated for particular purposes		
1. Free cash (page 4, col (c))	<u>928,598.60</u>	
2. Other available funds (page 4, col (d))	<u>1,032,229.00</u>	
TOTAL IIIc		<u>1,960,827.60</u>
IIId. Other revenue sources appropriated specifically to reduce the tax rate		
1a. Free cash..appropriated on or before June 30, 2021	0.00	
1b. Free cash..appropriated on or after July 1, 2021	0.00	
2. Municipal light surplus	0.00	
3. Other source :	0.00	
TOTAL IIId		<u>0.00</u>
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)		<u>20,219,931.34</u>

IV. Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from IIE)		<u>50,641,597.27</u>
b. Total estimated receipts and other revenue sources (from IIIe)	<u>20,219,931.34</u>	
c. Total real and personal property tax levy (from Ic)	<u>30,421,665.93</u>	
d. Total receipts from all sources (total IVb plus IVc)		<u>50,641,597.27</u>

NOTE : The information was Approved on 12/1/2021

TAX RATE RECAPITULATION
Fiscal Year 2022

LOCAL RECEIPTS NOT ALLOCATED *

Receipt Type Description

(a)
Actual Receipts
Fiscal 2021

(b)
Estimated Receipts
Fiscal 2022

==> 1. MOTOR VEHICLE EXCISE	2,230,039.00	2,000,000.00
2. OTHER EXCISE		
==> a.Meals	226,574.00	175,000.00
==> b.Room	1,413.00	25,000.00
==> c.Other	0.00	0.00
==> d.Cannabis	134,828.00	150,000.00
==> 3. PENALTIES AND INTEREST ON TAXES AND EXCISES	188,928.00	200,000.00
==> 4. PAYMENTS IN LIEU OF TAXES	21,160.00	30,000.00
5. CHARGES FOR SERVICES - WATER	0.00	0.00
6. CHARGES FOR SERVICES - SEWER	0.00	0.00
7. CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
8. CHARGES FOR SERVICES - SOLID WASTE FEES	9,245.00	8,000.00
9. OTHER CHARGES FOR SERVICES	0.00	0.00
10. FEES	116,359.00	90,000.00
a.Cannabis Impact Fee	478,006.00	600,000.00
b.Community Impact Fee Short Term Rentals	0.00	0.00
11. RENTALS	120,386.00	121,800.00
12. DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.00
13. DEPARTMENTAL REVENUE - LIBRARIES	854.00	2,000.00
14. DEPARTMENTAL REVENUE - CEMETERIES	13,400.00	10,000.00
15. DEPARTMENTAL REVENUE - RECREATION	0.00	0.00
16. OTHER DEPARTMENTAL REVENUE	160,639.00	57,000.00
17. LICENSES AND PERMITS	730,306.00	528,606.00
18. SPECIAL ASSESSMENTS	0.00	0.00
==> 19. FINES AND FORFEITS	18,684.00	20,000.00
==> 20. INVESTMENT INCOME	39,928.00	100,000.00
==> 21. MEDICAID REIMBURSEMENT	121,379.00	150,000.00
==> 22. MISCELLANEOUS RECURRING (UPLOAD REQUIRED)	679,537.00	328,091.00
23. MISCELLANEOUS NON-RECURRING (UPLOAD REQUIRED)	70,592.00	10,000.00
24. Totals	5,362,257.00	4,605,497.00

Accounting Officer

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the above-indicated fiscal year tax rate recapitulation form by the City / Town / District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

David Andrus, Accountant , Tyngsborough , dandrus@tyngsboroughma.gov 978-649-2300 | 11/22/2021 4:01 PM

Comment:

* Do not include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or departmental revolving funds per Chapter 44, Section 53E 1/2. Written documentation should be submitted to support increases / decreases of estimated receipts to actual receipts.

==> Written documentation should be submitted to support increases/ decreases of FY 2022 estimated receipts to FY 2021 estimated receipts to be used in calculating the Municipal Revenue Growth Factor (MRGF).

NOTE : The Information was Approved on 12/1/2021

TAX RATE RECAPITULATION
Fiscal Year 2022

		APPROPRIATIONS					AUTHORIZATIONS			
City/Town Council or Town Meeting Dates	FY*	(a) Total Appropriations Of Each Meeting	(b) ** From Raise and Appropriate	(c) From Free Cash (See B-1)	(d) From Other Available Funds (See B-2)	(e) From Offset Receipts (See A-1)	(f) From Enterprise Funds (See A-2)	(g) From Community Preservation Funds (See A-4)	MEMO ONLY	
									(h) *** Departmental Revolving Funds	(i) Borrowing Authorization (Other)
06/26/2021	2022	48,109,466.53	42,306,448.00	680,787.50	1,032,229.00	0.00	3,253,158.27	836,843.76	429,000.00	858,248.00
06/26/2021	2021	247,811.10	0.00	247,811.10	0.00	0.00	0.00	0.00	0.00	0.00
Total		48,357,277.63	42,306,448.00	928,598.60	1,032,229.00	0.00	3,253,158.27	836,843.76		

* Enter the fiscal year to which the appropriation relates.

** Appropriations included in column (b) must not be reduced by local receipts or any other funding source.

Appropriations must be entered gross to avoid a duplication in the use of estimated or other sources of receipts.

*** Include only revolving funds pursuant to Chapter 44, Section 53 E 1/2.

Clerk

I hereby certify that the appropriations correctly reflect the votes taken by City / Town / District Council.

Joanne Shifres, Town Clerk, Tyngsborough, jshifres@tyngsboroughma.gov 978-649-2300 | 11/10/2021 12:58 PM

Comment:

NOTE : The information was Approved on 12/1/2021

Town of Tyngsborough

All Departments Expenditure Report

From 07/01/2021 to 06/30/2022

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Expended	Unencumbered Balance	% Exp
Department 114 - Town Meeting Moderator								
Salaries & Wages			500.00			500.00		100.00 %
Total Dept 114 - Town Meeting Moderator			500.00			500.00		100.00 %
Department 122 - Selectmen								
Salaries & Wages		239.69	8,000.00			7,122.02	877.98	89.02 %
Expenses			27,500.00			25,725.42	2,014.27	92.73 %
Special Article		107,122.36				99,919.09	7,203.27	93.27 %
Total Dept 122 - Selectmen		107,362.05	35,500.00			132,766.53	10,095.52	92.93 %
Department 123 - Town Administrator								
Salaries & Wages			310,120.00			307,288.58	2,831.42	99.08 %
Expenses			9,002.00			6,756.55	2,245.45	75.05 %
Total Dept 123 - Town Administrator			319,122.00			314,045.13	5,076.87	98.40 %
Department 131 - Finance Committee								
Expenses			825.00			520.94	304.06	63.14 %
Total Dept 131 - Finance Committee			825.00			520.94	304.06	63.14 %
Department 132 - Reserve Fund								
Expenses			50,000.00				50,000.00	0.00 %
Total Dept 132 - Reserve Fund			50,000.00				50,000.00	0.00 %
Department 135 - Town Accountant								
Salaries & Wages			153,901.97			142,372.60	11,529.37	92.50 %
Expenses			3,750.00			3,975.00	-225.00	106.00 %
Total Dept 135 - Town Accountant			157,651.97			146,347.60	11,304.37	92.82 %
Department 136 - Annual Audit								
Expenses			38,000.00			36,000.00	2,000.00	94.73 %
Total Dept 136 - Annual Audit			38,000.00			36,000.00	2,000.00	94.73 %
Department 141 - Assessors								

Town of Tyngsborough

All Departments Expenditure Report

From 07/01/2021 to 06/30/2022

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Expended	Unencumbered Balance	% Exp
Salaries & Wages Expenses			142,318.04			141,739.48	578.56	99.59 %
			26,773.00			26,579.91	193.09	99.27 %
Total Dept 141 - Assessors			169,091.04			168,319.39	771.65	99.54 %
Department 142 - Revaluation Expenses			24,500.00			24,500.00		100.00 %
Total Dept 142 - Revaluation			24,500.00			24,500.00		100.00 %
Department 145 - Treasurer								
Salaries & Wages Expenses		35.09	179,865.00			144,600.17	35,264.83	80.39 %
			34,200.00			16,348.12	17,886.97	47.75 %
Total Dept 145 - Treasurer		35.09	214,065.00			160,948.29	53,151.80	75.17 %
Department 146 - Town Collector								
Salaries & Wages Expenses			31,205.04			30,220.96	984.08	96.84 %
			38,200.00			36,802.37	1,397.63	96.34 %
Total Dept 146 - Town Collector			69,405.04			67,023.33	2,381.71	96.56 %
Department 151 - Town Counsel								
Expenses			49,500.00			44,270.00	5,230.00	89.43 %
Total Dept 151 - Town Counsel			49,500.00			44,270.00	5,230.00	89.43 %
Department 152 - Personnel								
Salaries & Wages Expenses			71,660.00			71,995.18	-335.18	100.46 %
			5,200.00			6,357.86	-1,157.86	122.26 %
Total Dept 152 - Personnel			76,860.00			78,353.04	-1,493.04	101.94 %
Department 159 - Other Legal Services								
Expenses			64,000.00			64,054.00	-54.00	100.08 %
Total Dept 159 - Other Legal Services			64,000.00			64,054.00	-54.00	100.08 %
Department 160 - Town Clerk								
Salaries & Wages			103,810.97			103,265.61	545.36	99.47 %

Town of Tyngsborough

All Departments Expenditure Report

From 07/01/2021 to 06/30/2022

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Expended	Unencumbered Balance	% Exp
Expenses		55.22	1,770.00			792.97	1,032.25	43.44 %
Total Dept 160 - Town Clerk		55.22	105,580.97			104,058.58	1,577.61	98.50 %
Department 162 - Elections/Registration								
Salaries & Wages			10,334.00			5,589.47	4,744.53	54.08 %
Expenses			16,840.00			10,349.56	6,490.44	61.45 %
Total Dept 162 - Elections/Registration			27,174.00			15,939.03	11,234.97	58.65 %
Department 169 - Other Licensing and Reg			450.00			434.81	15.19	96.62 %
Expenses			450.00			434.81	15.19	96.62 %
Total Dept 169 - Other Licensing and Reg			450.00			434.81	15.19	96.62 %
Department 171 - Conservation Commission								
Salaries & Wages		5,205.00	89,699.98			90,112.53	-412.55	100.45 %
Expenses			7,050.00			9,454.40	2,800.60	77.14 %
Total Dept 171 - Conservation Commission		5,205.00	96,749.98			99,566.93	2,388.05	97.65 %
Department 175 - Planning Board								
Salaries & Wages			102,961.28			103,417.31	-456.03	100.44 %
Expenses			8,150.00			3,725.35	4,424.65	45.70 %
Total Dept 175 - Planning Board			111,111.28			107,142.66	3,968.62	96.42 %
Department 176 - Zoning Board of Appeals								
Salaries & Wages			4,042.20			4,047.02	-4.82	100.11 %
Expenses			3,850.00			305.10	3,544.90	7.92 %
Special Article			50,000.00			9,000.00	41,000.00	18.00 %
Total Dept 176 - Zoning Board of Appeals			57,892.20			13,352.12	44,540.08	23.06 %
Department 178 - STORM WATER								
Salaries & Wages			7,880.00			1,896.00	5,984.00	24.06 %
Expenses			61,220.00			43,357.64	17,862.36	70.82 %
Total Dept 178 - STORM WATER			69,100.00			45,253.64	23,846.36	65.49 %
Department 192 - Public Buildings and Prop								

Town of Tyngsborough

All Departments Expenditure Report

From 07/01/2021 to 06/30/2022

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Expended	Unencumbered Balance	% Exp
Salaries & Wages Expenses			5,000.00			3,521.00	1,479.00	70.42 %
Special Article Expenses		243,245.95	165,000.00			171,876.69	-6,876.69	104.16 %
						243,245.95		100.00 %
						661.28	-661.28	100.00 %
Total Dept 192 - Public Buildings and Prop		243,245.95	170,000.00			419,304.92	-6,058.97	101.46 %
Department 193 - Information Technology								
Salaries & Wages Expenses			116,320.00			96,530.59	19,789.41	82.98 %
Special Article		7,967.50	174,624.00			152,519.59	22,104.41	87.34 %
						68,652.27	-60,684.77	861.65 %
Total Dept 193 - Information Technology		7,967.50	290,944.00			317,702.45	-18,790.95	106.28 %
Department 195 - Town Reports			900.00			900.00		100.00 %
Total Dept 195 - Town Reports			900.00			900.00		100.00 %
Department 199 - CPC - Administration								
Salaries & Wages Expenses			113,223.00			101,377.22	11,845.78	89.53 %
			30,376.00			22,721.15	7,654.85	74.79 %
Total Dept 199 - CPC - Administration			143,599.00			124,098.37	19,500.63	86.42 %
Department 210 - Police Department								
Salaries & Wages Expenses			2,349,253.94			2,369,696.30	-20,442.36	100.87 %
Special Article		1,579.87	339,600.00			335,693.85	3,906.15	98.84 %
						20,144.00	-18,564.13	1,275.04 %
Total Dept 210 - Police Department		1,579.87	2,688,853.94			2,725,534.15	-35,100.34	101.30 %
Department 210 - Police Department								
Special Article			28,287.50			18,386.87	9,900.63	64.99 %
Total Dept 210 - Police Department			28,287.50			18,386.87	9,900.63	64.99 %
Department 211 - Police Station								
Salaries & Wages			28,800.00			28,800.00		100.00 %

Town of Tyngsborough

All Departments Expenditure Report

From 07/01/2021 to 06/30/2022

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Expended	Unencumbered Balance	% Exp
Expenses			38,300.00			38,300.00		100.00 %
Total Dept 211 - Police Station			67,100.00			67,100.00		100.00 %
Department 215 - Communication Center								
Salaries & Wages			443,903.00			447,583.01	-3,680.01	100.82 %
Expenses			64,750.00			60,907.64	3,842.36	94.06 %
Special Article				91,520.00			91,520.00	0.00 %
Total Dept 215 - Communication Center			508,653.00	91,520.00		508,490.65	91,682.35	84.72 %
Department 216 - SRO								
Salaries & Wages			311,158.53			306,204.87	4,953.66	98.40 %
Expenses			16,060.00			16,100.00	-40.00	100.24 %
Total Dept 216 - SRO			327,218.53			322,304.87	4,913.66	98.49 %
Department 220 - Fire Department								
Salaries & Wages			870,801.00			890,819.80	-20,018.80	102.29 %
Expenses			193,500.00			204,068.47	-10,568.47	105.46 %
Special Article		-1,060.50		1,060.50				100.00 %
Total Dept 220 - Fire Department		-1,060.50	1,064,301.00	1,060.50		1,094,888.27	-30,587.27	102.87 %
Department 241 - Building Inspection								
Salaries & Wages			132,236.37			132,354.00	-117.63	100.08 %
Expenses			22,525.00			19,763.71	2,761.29	87.74 %
Total Dept 241 - Building Inspection			154,761.37			152,117.71	2,643.66	98.29 %
Department 242 - Gas Inspection								
Salaries & Wages			30,849.94			29,403.05	1,446.89	95.30 %
Expenses						158.33	-158.33	100.00 %
Total Dept 242 - Gas Inspection			30,849.94			29,561.38	1,288.56	95.82 %
Department 243 - Plumbing Inspection								
Salaries & Wages						209.16	-209.16	100.00 %
Total Dept 243 - Plumbing Inspection						209.16	-209.16	100.00 %

Town of Tyngsborough

All Departments Expenditure Report

From 07/01/2021 to 06/30/2022

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Expended	Unencumbered Balance	% Exp
Department 245 - Electrical Inspection								
Salaries & Wages Expenses			30,849.94			29,263.04	1,586.90	94.85 %
						316.66	-316.66	100.00 %
Total Dept 245 - Electrical Inspection			30,849.94			29,579.70	1,270.24	95.88 %
Department 291 - Emergency Management								
Salaries & Wages Expenses			1,500.00			1,500.00		100.00 %
			800.00			672.63	127.37	84.07 %
Total Dept 291 - Emergency Management			2,300.00			2,172.63	127.37	94.46 %
Department 292 - Animal Inspection and Control								
Salaries & Wages Expenses			44,010.00			20,000.00	-20,000.00	100.00 %
						10,359.84	33,650.16	23.53 %
Total Dept 292 - Animal Inspection and Control			44,010.00			30,359.84	13,650.16	68.98 %
Department 294 - Forestry								
Expenses			10,000.00			11,333.27	-1,333.27	113.33 %
Total Dept 294 - Forestry			10,000.00			11,333.27	-1,333.27	113.33 %
Department 300 - School Department								
Salaries & Wages Expenses			16,499,952.00			16,497,241.30	2,710.70	99.98 %
Special Article			5,149,145.00			5,244,117.10	-94,972.10	101.84 %
		-8,115.41		112,371.41		134,256.00	-30,000.00	128.77 %
Total Dept 300 - School Department		-8,115.41	21,649,097.00	112,371.41		21,875,614.40	-122,261.40	100.56 %
Department 301 - Regional School District								
Expenses						1,450,273.00	-1,450,273.00	100.00 %
Total Dept 301 - Regional School District						1,450,273.00	-1,450,273.00	100.00 %
Department 410 - Engineering								
Salaries & Wages Expenses			107,039.98			107,139.77	-99.79	100.09 %
		2,500.00	206,225.00			157,543.50	51,181.50	75.47 %
Total Dept 410 - Engineering		2,500.00	313,264.98			264,683.27	51,081.71	83.82 %

Town of Tyngsborough

All Departments Expenditure Report

From 07/01/2021 to 06/30/2022

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Expended	Unencumbered Balance	% Exp
Department 410 - Engineering								
Special Article						512,092.15	-512,092.15	100.00 %
Total Dept 410 - Engineering						512,092.15	-512,092.15	100.00 %
Department 421 - Highway and Streets - Admin								
Salaries & Wages			27,562.35			27,695.46	-133.11	100.48 %
Expenses			24,130.00			21,086.08	3,043.92	87.38 %
Total Dept 421 - Highway and Streets - Admin			51,692.35			48,781.54	2,910.81	94.36 %
Department 422 - Highway & Streets Maint/Constr								
Salaries & Wages			596,989.28			556,121.32	40,867.96	93.15 %
Expenses			148,000.00			161,577.31	-13,577.31	109.17 %
Total Dept 422 - Highway & Streets Maint/Constr			744,989.28			717,698.63	27,290.65	96.33 %
Department 422 - Highway & Streets Maint/Constr								
Special Article						86,495.30	-86,495.30	100.00 %
Total Dept 422 - Highway & Streets Maint/Constr						86,495.30	-86,495.30	100.00 %
Department 423 - Snow and Ice Removal								
Salaries & Wages			37,500.00			84,078.08	-46,578.08	224.20 %
Expenses			212,500.00			364,834.34	-152,334.34	171.68 %
Total Dept 423 - Snow and Ice Removal			250,000.00			448,912.42	-198,912.42	179.56 %
Department 424 - Street Lighting								
Expenses			20,000.00			20,000.00		100.00 %
Total Dept 424 - Street Lighting			20,000.00			20,000.00		100.00 %
Department 425 - Vehicle Maintenance								
Expenses			90,000.00			102,062.12	-12,062.12	113.40 %
Total Dept 425 - Vehicle Maintenance			90,000.00			102,062.12	-12,062.12	113.40 %
Department 430 - Waste Collection and Disposal								
Salaries & Wages			500.00			222.92	277.08	44.58 %

Town of Tyngsborough

All Departments Expenditure Report

From 07/01/2021 to 06/30/2022

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Unencumbered		% Exp
						Expended	Balance	
Expenses								
Total Dept 430 - Waste Collection and Disposal			1,084,172.00			953,268.30	130,903.70	87.92 %
			1,084,672.00			953,491.22	131,180.78	87.90 %
Department 491 - Cemetery								
Salaries & Wages			26,806.00			24,437.66	2,368.34	91.16 %
Expenses			12,150.00			7,841.01	4,308.99	64.53 %
Total Dept 491 - Cemetery			38,956.00			32,278.67	6,677.33	82.85 %
Department 510 - Board of Health - Inspection								
Salaries & Wages			110,620.60			101,803.57	8,817.03	92.02 %
Expenses		500.00	30,250.00			29,803.59	946.41	96.92 %
Total Dept 510 - Board of Health - Inspection		500.00	140,870.60			131,607.16	9,763.44	93.09 %
Department 520 - Other Clinical Services								
Expenses			200.00				200.00	0.00 %
Total Dept 520 - Other Clinical Services			200.00				200.00	0.00 %
Department 541 - Council on Aging								
Salaries & Wages			133,945.77			134,423.43	-477.66	100.35 %
Expenses		97.62	24,100.00			24,239.11	-41.49	100.17 %
Total Dept 541 - Council on Aging		97.62	158,045.77			158,662.54	-519.15	100.32 %
Department 543 - Veterans Services								
Salaries & Wages			83,677.34			84,088.40	-411.06	100.49 %
Expenses			193,975.00			155,253.38	38,721.62	80.03 %
Total Dept 543 - Veterans Services			277,652.34			239,341.78	38,310.56	86.20 %
Department 610 - Library								
Salaries & Wages			294,448.84			270,867.65	23,581.19	91.99 %
Expenses			105,085.00			104,863.21	221.79	99.78 %
Total Dept 610 - Library			399,533.84			375,730.86	23,802.98	94.04 %
Department 610 - Library								

Town of Tyngsborough

All Departments Expenditure Report

From 07/01/2021 to 06/30/2022

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Expended	Unencumbered Balance	% Exp
Special Article		50,000.00				40,142.73	9,857.27	80.28 %
Total Dept 610 - Library		50,000.00				40,142.73	9,857.27	80.28 %
Department 630 - Recreation								
Salaries & Wages			75,911.00			75,883.59	27.41	99.96 %
Expenses			100,189.00			84,738.26	15,450.74	84.57 %
Total Dept 630 - Recreation			176,100.00			160,621.85	15,478.15	91.21 %
Department 691 - Historical Commission								
Expenses			900.00				900.00	0.00 %
Total Dept 691 - Historical Commission			900.00				900.00	0.00 %
Department 692 - Memorial Day Committee								
Expenses			900.00			749.32	150.68	83.25 %
Total Dept 692 - Memorial Day Committee			900.00			749.32	150.68	83.25 %
Department 710 - Retirement of Debt								
Expenses			785,890.00			673,809.50	112,080.50	85.73 %
Total Dept 710 - Retirement of Debt			785,890.00			673,809.50	112,080.50	85.73 %
Department 751 - Interest on Long-Term Debt								
Expenses			178,701.00			116,087.51	62,613.49	64.96 %
Total Dept 751 - Interest on Long-Term Debt			178,701.00			116,087.51	62,613.49	64.96 %
Department 752 - Interest on Short-Term Debt								
Expenses			6,000.00			19,215.57	-13,215.57	320.25 %
Total Dept 752 - Interest on Short-Term Debt			6,000.00			19,215.57	-13,215.57	320.25 %
Department 820 - State Assessments and Charges								
Expenses						1,569,469.00	-1,569,469.00	100.00 %
Total Dept 820 - State Assessments and Charges						1,569,469.00	-1,569,469.00	100.00 %
Department 840 - Other Intergovernmental Assess								

Town of Tyngsborough

All Departments Expenditure Report

From 07/01/2021 to 06/30/2022

Account Number/Dept	Description	Carry Forward	Original Budget	Amended Budget	Encumbered	Expended	Unencumbered Balance	% Exp
Expenses			3,800.00			3,751.90	48.10	98.73 %
Total Dept 840 - Other Intergovernmental Assess			3,800.00			3,751.90	48.10	98.73 %
Department 900 - 900								
Expenses						262,500.00	-262,500.00	100.00 %
Total Dept 900 - 900						262,500.00	-262,500.00	100.00 %
Department 910 - Employee Benefits								
Salaries & Wages			7,123,474.00			6,671,829.12	451,644.88	93.65 %
Expenses		3,250.00				3,250.00		100.00 %
Total Dept 910 - Employee Benefits		3,250.00	7,123,474.00			6,675,079.12	451,644.88	93.66 %
Department 940 - Other Unclassified								
Expenses			360,343.00			391,661.56	-31,318.56	108.69 %
Total Dept 940 - Other Unclassified			360,343.00			391,661.56	-31,318.56	108.69 %
001 Total GENERAL FUND		412,622.39	41,154,788.86	204,951.91		44,808,253.38	-3,035,890.22	107.26 %

Grand Total

		412,622.39	41,154,788.86	204,951.91	0.00	44,808,253.38	-3,035,890.22	107.26 %
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The 2022 Annual Town Report
Town Clerk

Town Election					
May 17, 2022					
Registered Voters	2,494	2,361	2,232	2,596	9,683
Precinct voters	536	442	346	718	2,042
Precinct voting %	21.49 %	18.72%	15.50%	27.66%	21.09%
Offices & Candidates	Prec. 1	Prec. 2	Prec. 3	Prec. 4	Total
Board of Selectmen					
Andrew Michael Moran	374	269	234	467	1,344
Write-Ins					
David R. Robson	45	54	21	52	172
Blanks	117	119	91	199	526
Total	536	442	346	718	2,042
Board of Assessor					
Write-Ins					
George L. Gaynor	0	0	5	13	18
Blanks	536	442	341	705	2,024
Total	536	442	346	718	2,042
Board of Health					
Kim Diaz	272	226	157	307	962
Joel Morton	122	101	100	216	539
Write-Ins					
Blanks	142	115	89	195	541
Total	536	442	346	718	2,042
Cemetery Commissioner (3 years)					
Daniel R. Laforge	416	321	249	498	1,484
Write-Ins					
Blanks	120	121	97	220	558
Total	536	442	346	718	2,042
Cemetery Commissioner (2 years)					
Write-Ins					
Blanks	536	442	346	718	2,042



The 2022 Annual Town Report

Total	536	442	346	718	2,042
Constable					
Write-Ins					
Blanks	536	442	346	418	1,742
Total	536	442	346	418	1,742
Finance Committee (vote for 2)					
Billy Crawford	219	155	118	274	766
Lawrence G. Clawson, Jr.	288	238	169	361	1,056
Edward L. Smith	268	220	179	360	1,027
Write-Ins					
Blanks	297	271	226	441	1,235
Total	1,072	884	692	1,436	4,084
Library Trustee (vote for 2)					
Julie A. Iatron	389	294	238	496	1,417
Write-Ins					0
Nataliya S. Poto				3	3
Blanks	683	590	454	937	2,664
Total	1,072	884	692	1,436	4,084
Planning Board					
Steven P. O'Neill	379	276	231	471	1,357
Write-Ins					
Blanks	157	166	115	247	685
Total	536	442	346	718	2,042
School Committee (vote for 2)					
Rebecca I. Stanton	292	214	168	414	1,088
Danielle M. Athanas	248	199	147	349	943
Teresa A. Grecsek-Nadeau	89	86	72	142	389
Stacy Lee Toupin	188	143	119	170	620
Write-Ins					
Blanks	255	242	186	361	1,044
Total	1,072	884	692	1,436	4,084
Sewer Commission					
Brian J. Martin	403	286	226	474	1,389
Write-in					0
Blank	133	156	120	244	653



The 2022 Annual Town Report

Total	536	442	346	718	2,042
Question: TMS?					
Yes	345	287	223	521	1,376
No	180	151	119	187	637
Blanks	11	4	4	10	29
Total	536	442	346	718	2,042



The 2022 Annual Town Report
Town Clerk

STATE PRIMARY
SEPTEMBER 6, 2022

TOTAL VOTED					1,880
ELIGIBLE VOTERS	2,522	2,372	2,283	2,630	9,807
DEMOCRATIC VOTERS	306	251	251	336	1,144
REPUBLICAN VOTERS	183	169	148	236	736
PRECINCT VOTING %	19.39%	17.71%	17.48%	21.75%	19.17%
DEMOCRATIC	PREC 1	PREC 2	PREC 3	PREC 4	TOTAL
GOVERNOR					
Blanks:	4	4	3	5	16
Sonia Rosa Chang-Diaz	31	42	37	22	132
Maura Healey	271	205	211	309	996
Write-ins	0	0	0	0	0
TOTAL	306	251	251	336	1,144
LIEUTENANT GOVERNOR					
Blanks:	26	16	9	21	72
Kimberley Driscoll	135	97	111	147	490
Tami Gouveia	58	77	66	77	278
Eric P. Lesser	87	61	65	91	304
Write-ins others	0	0	0	0	0
TOTAL	306	251	251	336	1,144
ATTORNEY GENERAL					
Blanks:	19	9	3	17	48
Andrea Joy Campbell	135	85	91	132	443
Shannon Erika Liss-Riordan	111	113	104	114	442
Quentin Palfrey	41	44	53	73	211
Write-ins others	0	0	0	0	0
TOTAL	306	251	251	336	1,144
SECRETARY OF STATE					
Blanks:	4	2	2	8	16
William Francis Galvin	247	190	200	259	896
Tanisha M. Sullivan	55	59	49	69	232
Write-ins others	0	0	0	0	0
TOTAL	306	251	251	336	1,144
TREASURER					
Blanks:	40	28	28	43	139



The 2022 Annual Town Report

Deborah B. Goldberg	266	223	223	293	1,005
Write-ins others	0	0	0	0	0
TOTAL	306	251	251	336	1,144
AUDITOR					
Blanks:	28	20	20	30	98
Christopher S. Dempsey	86	90	87	98	361
Diana DiZoglio	192	141	144	208	685
Write-ins others	0	0	0	0	0
TOTAL	306	251	251	336	1,144
REP IN CONGRESS					
Blanks	38	28	22	27	115
Lori Loureiro Trahan	268	223	229	309	1,029
Write-ins others	0	0	0	0	0
TOTAL	306	251	251	336	1144
COUNCILLOR					
Blanks	55	42	31	50	178
Eileen R. Duff	251	209	220	286	966
Write-ins others	0	0	0	0	0
TOTAL	306	251	251	336	1144
SENATOR IN GENERAL CT					
Blanks	45	34	23	44	146
Edward J. Kennedy	261	217	228	292	998
Write-ins others	0	0	0	0	0
TOTAL	306	251	251	336	1144
REP IN GENERAL COURT					
Blanks	50	34	34	32	150
Colleen M. Garry	256	217	217	304	994
Write-ins others	0	0	0	0	0
TOTAL	306	251	251	336	1,144
DISTRICT ATTORNEY					
Blanks	48	34	28	44	154
Marian T. Ryan	258	217	223	292	990
Write-ins others	0	0	0	0	0
TOTAL	306	251	251	336	1,144
SHERIFF					
Blanks	50	38	41	47	176



The 2022 Annual Town Report

Peter J. Koutoujian	256	213	210	289	968
Write-ins others	0	0	0	0	0
TOTAL	306	251	251	336	1,144
REPUBLICAN	PREC 1	PREC 2	PREC 3	PREC 4	TOTAL
GOVERNOR					
Blanks:	1	0	1	0	2
Geoff Diehl	120	127	97	150	494
Chris Doughty	62	42	50	86	240
Write-ins others	0	0	0	0	0
TOTAL	183	169	148	236	736
LIEUTENANT GOVERNOR					
Blanks:	15	18	9	19	61
Leah V. Allen	96	101	88	131	416
Kate Campanale	72	50	51	86	259
Write-ins others	0	0	0	0	0
TOTAL	183	169	148	236	736
ATTORNEY GENERAL					
Blanks:	34	38	34	48	154
James R. McMahon, III	149	131	114	188	582
Write-ins others	0	0	0	0	0
TOTAL	183	169	148	236	736
SECRETARY OF STATE					
Blanks:	35	40	38	54	167
Rayla Campbell	148	129	110	182	569
Write-ins others	0	0	0	0	0
TOTAL	183	169	148	236	736
TREASURER					
Blanks:	183	169	148	236	736
Write-ins	0	0	0	0	0
TOTAL	183	169	148	236	736
AUDITOR					
Blanks:	45	59	126	61	291
Anthony Amore	138	110	22	175	445
Write-ins	0	0	0	0	0
TOTAL	183	169	148	236	736
REP IN CONGRESS					
Blanks	42	37	43	48	170



The 2022 Annual Town Report

Dean A. Tran	141	132	105	188	566
Write-ins	0	0	0	0	0
TOTAL	183	169	148	236	736
COUNCILLOR					
Blanks	41	42	44	64	191
Michael C. Walsh	142	127	104	172	545
Write-ins others	0	0	0	0	0
TOTAL	183	169	148	236	736
SENATOR IN GENERAL CT					
Blanks	183	169	148	236	736
Write-ins others	0	0	0	0	0
TOTAL	183	169	148	236	736
REP IN GENERAL COURT					
Blanks	42	43	41	61	187
George Derek Boag	141	126	107	175	549
Write-ins others	0	0	0	0	0
TOTAL	183	169	148	236	736
DISTRICT ATTORNEY					
Blanks	183	169	148	236	736
Write-ins others	0	0	0	0	0
TOTAL	183	169	148	236	736
SHERIFF					
Blanks	183	169	148	236	736
Write-ins others	0	0	0	0	0
TOTAL	183	169	148	236	736



The 2022 Annual Town Report
Town Clerk

TOTAL VOTED	1,335	1,235	1,158	1,610	5,338
ELIGIBLE VOTERS	2,522	2,372	2,283	2,630	9,807
PRECINCT VOTERS	887	769	709	1,042	3,407
ADVANCED VOTERS	439	466	448	566	1,919
PROVISIONAL VOTERS	9	0	1	2	12
VOTING %	52.93%	52.07%	50.72%	61.22%	54.43%
GRAND TOTAL					
	PREC 1	PREC 2	PREC 3	PREC 4	TOTAL
GOVERNOR and LIEUTENANT GOVERNOR					
Blanks:	11	11	8	14	44
Diehl and Allen	633	589	500	726	2,448
Healey and Driscoll	672	616	626	849	2,763
Reed and Everett	19	19	24	21	83
Write-ins	0	0	0	0	0
TOTAL	1,335	1,235	1,158	1,610	5,338
ATTORNEY GENERAL					
Blanks:	33	38	36	39	146
Andrea Joy Campbell	642	609	612	825	2,688
James R. McMahon, III	660	588	510	746	2,504
Write-ins others	0	0	0	0	0
TOTAL	1,335	1,235	1,158	1,610	5,338
SECRETARY OF STATE					
Blanks:	19	23	28	25	95
William Francis Galvin	747	662	688	939	3,036
Rayla Campbell	549	526	416	621	2,112
Juan Sanchez	20	24	26	25	95
Write-ins others	0	0	0	0	0
TOTAL	1,335	1,235	1,158	1,610	5,338
TREASURER					
Blanks:	177	191	141	242	751
Deborah B. Goldberg	781	688	735	927	3,131
Cristina Crawford	377	356	282	441	1,456
Write-ins others	0	0	0	0	0
TOTAL	1,335	1,235	1,158	1,610	5,338
AUDITOR					



The 2022 Annual Town Report

Blanks:	70	75	58	92	295
Anthony Amore	613	588	500	757	2,458
Diana DiZoglio	580	513	521	686	2,300
Gloria A. Caballero-Roca	21	28	24	20	93
Dominic Giannone, III	35	11	21	21	88
Daniel Riek	16	20	34	34	104
Write-ins others	0	0	0	0	0
TOTAL	1,335	1,235	1,158	1,610	5,338
REP IN CONGRESS					
Blanks	38	34	33	40	145
Lori Loureiro Trahan	716	659	659	900	2,934
Dean A. Tran	581	542	466	670	2,259
Write-ins others	0	0	0	0	0
TOTAL	1335	1235	1158	1610	5338
COUNCILLOR					
Blanks	65	74	64	99	302
Eileen R. Duff	651	592	601	813	2,657
Michael C. Walsh	619	569	493	698	2,379
Write-ins others	0	0	0	0	0
TOTAL	1335	1235	1158	1610	5338
SENATOR IN GENERAL CT					
Blanks	467	444	347	552	1,810
Edward J. Kennedy	868	791	811	1058	3,528
Write-ins others	0	0	0	0	0
TOTAL	1335	1235	1158	1610	5338
REP IN GENERAL COURT					
Blanks	39	53	57	60	209
Colleen M. Garry	781	718	695	973	3,167
George Derek Boag	515	464	406	577	1,962
Write-ins others	0	0	0	0	0
TOTAL	1335	1235	1158	1610	5,338
DISTRICT ATTORNEY					
Blanks	468	455	353	565	1,841
Marian T. Ryan	867	780	805	1045	3,497
Write-ins others	0	0	0	0	0
TOTAL	1335	1235	1158	1610	5,338
SHERIFF					



The 2022 Annual Town Report

Blanks	459	446	331	547	1,783
Peter J. Koutoujian	876	789	827	1063	3,555
Write-ins others	0	0	0	0	0
TOTAL	1335	1235	1158	1610	5,338
REGIONAL SCHOOL COMMITTEE Dracut					
Blanks:	428	418	419	596	1,861
Matthew J. Sheehan	907	817	739	1,014	3,477
Write-ins others	0	0	0	0	0
TOTAL	1,335	1,235	1,158	1,610	5,338
REGIONAL SCHOOL COMMITTEE Lowell					
Blanks:	1,795	1,683	1,587	2,242	7,307
Fred Bahou	865	782	720	972	3,339
Ralph Hogan	5	0	8	5	18
Anthony Milisci	5	5	1	1	12
Write-ins others					0
TOTAL	2,670	2,470	2,316	3,220	10,676
REGIONAL SCHOOL COMMITTEE Dunstable					
Blanks:	1,331	1,230	1,154	1,605	5,320
Kempton Giggey	2	4	3	3	12
Raymond Richardson	2	1	1	2	6
Write-ins others					0
TOTAL	1,335	1,235	1,158	1,610	5,338
REGIONAL SCHOOL COMMITTEE Tyngsborough					
Blanks:	1,328	1,223	1,153	1,594	5,298
Steven A. Nocco	7	12	5	16	40
Write-ins others					0
TOTAL	1,335	1,235	1,158	1,610	5,338
QUESTION 1: TAX OVER \$1M					
Blanks:	54	43	39	50	186
YES	557	511	545	676	2,289
NO	724	681	574	884	2,863
TOTAL	1,335	1,235	1,158	1,610	5,338
QUESTION 2: DENTAL					
Blanks:	55	61	54	72	242
YES	828	651	740	997	3,216
NO	452	523	364	541	1,880
TOTAL	1,335	1,235	1,158	1,610	5,338



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QUESTION 3: ALCOHOL LICENSES					
Blanks	70	64	66	93	293
YES	507	451	490	673	2,121
NO	758	720	602	844	2,924
TOTAL	1335	1235	1158	1610	5338
QUESTION 4: DRIVER'S LICENSE					
Blanks	63	54	44	61	222
YES	554	482	501	662	2,199
NO	718	699	613	887	2,917
TOTAL	1335	1235	1158	1610	5338

Attest: a true copy
Joanne Shifres
Town Clerk



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Town Clerk

ANNUAL TOWN MEETING MINUTES
May 3, 2022

Place: Tyngsborough High Gymnasium
Moderator: Robert L. Kydd, Jr.

Time: 7:51 pm
Voters: 617

Article 1: Reports of the Town Officers and Committees

To see if the Town will vote to accept the reports of the Town Officers and Committees as printed, or take any other action relative thereto.

Motion: To approve as printed in the Annual Town Meeting Guidebook.
Action: Does carry.

Article 2: Appropriation – General Fund for Fiscal Year 2023

To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money as may be necessary to fund town expenses for Fiscal Year 2023 (July 1, 2022 - June 30, 2023), or take any other action relative thereto.
(Budget attachment as Exhibit A)

Motion: To approve as printed in the Annual Town Meeting Guidebook.
Motion #2: To pull out Veteran's Department #543.
Action #2: To leave as printed.
Action: Does carry.

Article 3: Compensation of Elected Officials

To see if the Town will vote to fix the salary and compensation of elective officers of the Town as provided by Section 108 of Chapter 41 of the Massachusetts General Laws, as amended, for the Fiscal Year 2023 (July 1, 2022 - June 30, 2023), or take any other action relative thereto.

Salaries of the Elected Officials are included in the Department Appropriations submitted within Article 2.

	REQUEST		
	SALARIES	SALARIES	RECOMMENDED
	7/01/21	7/01/22	7/01/22
	6/30/22	6/30/23	6/30/23
<u>Elective Town Officers</u>			
Moderator	\$0	\$500	\$500
Selectmen Members (5)			
Chairman	\$2,000	\$2,000	\$2,000
Members (4)	\$1,500	\$1,500	\$1,500
Town Clerk	\$70,592	\$72,357	\$72,357
Assessors (3)			
Chairman	\$0	\$0	\$0
Member (1)	\$0	\$0	\$0
Member (1)	\$0	\$0	\$0



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Board of Health			
Chairman	\$1,000	\$1,000	\$1,000
Member (4)	\$800	\$800	\$800
Tree Warden	\$0	\$0	\$0
Cemetery Commissioners (3)	\$0	\$0	\$0
School Committee (7)	\$0	\$0	\$0
Library Trustees (6)	\$0	\$0	\$0
Sewer Commissioners (3)			
Chairman	\$1,000	\$2,500	\$1,000
Member (1)	\$800	\$2,000	\$800
Member (1)	\$800	\$2,000	\$800
Planning Board (5)			
Chairman	\$1,000	\$1,000	\$1,000
Members (4)	\$800	\$800	\$800
Finance Committee (5)	\$0	\$0	\$0
Constables (2)	\$0	\$0	\$0
Greater Lowell Technical HS (1)	\$0	\$0	\$0

Motion: To approve as printed in the Annual Town Meeting Guidebook.

Action: Does carry.

Article 4: Transfer of Funds from Free Cash.

To see if the Town will vote to transfer from free cash the following sums of money, or take any other action relative thereto.

Amount	To
\$52,500	Other Post-Employment Benefits (OPEB) Trust Fund

Motion: To approve as printed in the Annual Town Meeting Guidebook.

Action: Does carry.

Article 5: Appropriation – Ambulance Enterprise Fund for Fiscal Year 2023

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended by the Board of Selectmen to operate the Ambulance Enterprise for Fiscal Year 2023 as follows:

Salaries	\$496,950.00
Fringe Benefits	\$49,086.46
Subtotal	\$546,036.46
Expenses	\$49,720.00
Indirect Costs to the General Fund	\$13,968.04
Subtotal	\$63,688.04
TOTAL	609,724.50

with \$604,080 to be raised through Department Receipts, as follows:



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Estimated Department Receipts	\$610,000.00
Estimated Surplus	\$275.50

and that \$49,086.46 and \$13,968.04 be included in appropriations from the General Fund for fringe benefits and indirect costs respectively, as shown above, and to be allocated to the Ambulance Enterprise for funding, or take any other action relative thereto.

Motion: To approve as printed in the Annual Town Meeting Guidebook.
Action: Does carry.

Article 6: Appropriation – Sewer Enterprise Fund for Fiscal Year 2023

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended by the Sewer Commission to operate the Sewer Enterprise for Fiscal Year 2023 as follows:

That the following sums be appropriated:

Salaries & Stipends	\$240,763
Expenses	\$1,112,613
Capital Outlay	\$908,422
Debt & Interest Sewer Dept.	\$102,594
Deb & Interest from Betterments	\$631,830
Subtotal	\$2,996,222
Transfer Indirect Costs to General Fund	\$184,096
Total	\$3,180,318

From the following funding sources:

Department Receipts	\$1,419,542
Betterment Fund	\$631,830
Retained Earnings	\$1,128,946
Total	\$3,180,318

or take any other action relative thereto.

Motion: To approve as printed in the Annual Town Meeting Guidebook.
Action: Does carry.

Article 7: Transfer of Funds from PEG Fund

To see if the Town will vote to appropriate by transfer the sum of \$215,479 from the PEG Fund to the general fund for the following purposes, or take any other action relative thereto.

Amount	To
\$215,479	Support PEG Operating Budget for public, educational, and governmental television access

Motion: To approve as printed in the Annual Town Meeting Guidebook.



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Action: Does carry.

Article 8: Appropriation – Community Preservation Committee Fund

To see if the Town will vote a sum of money to be appropriated or reserved from estimated annual revenues of the Community Preservation Fund for the fiscal year 2023, with each item to be considered a separate appropriation, for the payment of administrative expenses of the Community Preservation Committee, debt service, community preservation projects, and all other necessary and proper expenses, as follows:

Description	Amount	Fund Category
Lake Mascuppig Weed Control	\$7,000.00	Open Space and Recreation
Town Center shared parking lot and open space, improvements, ADA trails, crypt restoration	\$275,000.00	FY23 Receipts
282 Middlesex Rd easement work and walking trails	\$40,000.00	FY23 Receipts
Winslow School abatement/cleanup	\$50,000	FY23 Receipts
Administrative Expenses, 5% allowance	\$50,000.00	FY23 Receipts
Debt Service Old Town Hall Year 5 of 10	\$199,959.38	FY23 Receipts
Debt Service First Parish Year 3 of 10	\$64,124.00	FY23 Receipts
Debt Service First Parish Year 3 of 10	\$190,000.00	Historic Preservation
Total CPC Appropriations	\$876,083.38	
Deposits to Reserve Accounts		
Reserve for Historic Preservation	\$100,000.00	
Reserve for Affordable Housing	\$100,000.00	
Reserve for Open Space	\$100,000.00	

or take any other action relative thereto.

Motion: To approve as printed in the Annual Town Meeting Guidebook.

Action: Does carry.

Article 9: Deposits to Stabilization Funds

To see if the town will vote to transfer the sum of \$969,162 from the following sources to the following Stabilization Funds, for the purposes hereafter specified:

Amount	Fund	From	Purpose
\$74,162	Special Ed Stabilization Fund	Valley Collaborative Turnback	Funding unanticipated or unbudgeted costs of special education, out-of-district tuition, or transportation
\$10,000	Stormwater Stabilization Fund	FY23 Receipts	Funding compliance with Federal, State, or Local stormwater regulations or local stormwater infrastructure improvements
\$685,000	General	Certified Free	General reserve balance for unanticipated



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	Stabilization Fund	Cash	future needs
\$200,000	Road Stabilization	Certified Free Cash	Roadway improvements, including the related incidental costs such as, but not limited to, drainage, pedestrian access, lighting, and signage

or to take any other action relative thereto.

Motion: To approve as printed in the Annual Town Meeting Guidebook.

Action: Does carry.

Article 10: Authorize Appropriations from Stabilization Funds for Fiscal Year 2023

To see if the town will vote to authorize the Board of Selectmen to expend up to the following amounts from the following Stabilization Funds, for the following purposes, or to take any other action relative thereto.

Amount	Fund	Purpose
\$800,000	Road Stabilization Fund	Roadway improvements, including the related incidental costs such as, but not limited to, drainage, pedestrian access, lighting, and signage
\$30,000	Stormwater Stabilization Fund	Funding compliance with Federal, State, or Local stormwater regulations or local stormwater infrastructure improvements

Motion: To approve as printed in the Annual Town Meeting Guidebook.

Action: Does carry.

Article 11: Borrowing – Capital Improvements for Fiscal Year 2023

To see if the Town will vote to borrow the sum of \$181,447.90 for the purposes of funding the following capital requests, or take any other action relative thereto.

Amount	Project	Expended By
\$35,000.00	Highway Department Generator	Board of Selectmen
\$35,000.00	TES Green Communities Match	Board of Selectmen
\$111,447.90	Public Safety Communications Upgrade	Board of Selectmen
\$181,447.90	Total	

Motion: That the Town vote to appropriate \$181,447.90 to pay all the costs of the following capital projects and/or equipment, including all the costs incidental and related thereto:

\$35,000 Highway Department Generator

\$35,000 TES Green Communities Project Local Matching Funds

\$111,447.90 Public Safety Communications

And to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under and pursuant to GL c. 44, Section 7.8 or any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote



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in accordance with G.L. Chapter 44, Section 20, thereby reducing the amount
authorized to be borrowed to pay such costs by a like amount.

Action: Does carry unanimously.

Article 12: Transfer of Existing Capital Funding to Fund the 2023 Capital Improvement Plan

To see if the Town will vote to authorize the re-allocation of \$91,520.00 in previously approved capital funding from the projects below to fund the Public Safety Communications Upgrade as a part of the 2023 Capital Improvement Plan, or take any other action relative thereto.

Project	DEPARTMENT	FUNDING AVAILABLE
Multi-Function School Bus	School Dept.	\$ 8,476.00
TES Roof Phase I	School Dept.	\$20,670.81
Town Building Master Plan	Administration	\$ 3,800.00
Bobcat	Highway Dept.	\$ 3,573.81
2018 KME Pumper	Fire Dept.	\$30,000.00
Septic System	Highway Dept.	\$25,000.00
	Total	\$91,520.62

Motion: To approve as printed in the Annual Town Meeting Guidebook.

Action: Does carry.

Article 13: Establish Road Maintenance Revolving Account

To see if the Town will vote to amend the General Bylaws, Article XLIX DEPARTMENTAL REVOLVING FUNDS, Section 5 Table of Authorized Revolving Funds, by adding thereto and establishing pursuant to the authority granted under Massachusetts General Laws Chapter 44, Section 53E½, the following revolving account:

Fund	Programs and Purposes	Departmental Receipts	Authorization to Expend Funds
Road Maintenance	Roadway improvements, including the related incidental costs such as, but not limited to, drainage, pedestrian access, lighting, and signage	Pavement Impact Fees, Road Opening Fees	Board of Selectmen

or take any other action relative thereto.

Motion: To approve as printed in the Annual Town Meeting Guidebook.

Action: Does carry.

Article 14: Continue and Approve Revolving Funds

To see if the Town will vote to establish, pursuant to the authority granted under Massachusetts General Laws Chapter 44, Section 53E½, FY23 spending limits for the following revolving funds, to be expended in accordance with Article XLIV



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 DEPARTMENTAL REVOLVING FUNDS, Section 5: Table of Authorized Revolving Funds,
 or take any other action relative thereto.

Fund	Programs and Purposes	Departmental Receipts	Authorization to Expend Funds	FY23 Spending Limit
Fire Department	Fire programs and materials	Hazmat fees	Board of Selectmen	\$ 10,000
Recreation & Parks Committee	Recreational programs and activities	Fees collected from participants	Board of Selectmen	\$120,000
Public Building Rentals	Public buildings operation and maintenance	Fees collected from rentals	Board of Selectmen	\$ 50,000
Rec Field Use	Field maintenance	Field use fees	Recreation Department	\$ 50,000
Recycling Committee	Recycling programs and materials	Fees collected from participants	Board of Health	\$ 7,000
Bulky Items	Collection and disposal of bulky items and appliances	Fees collected from participants	Board of Health	\$ 35,000
Board of Health Medicare	Reimbursement program for Medicare Plan members	Medicare reimbursements	Board of Health	\$ 6,000
Wetland Protection	Conservation Commission activities	Fees from local Wetland Protection By-law	Conservation Commission	\$ 20,000
Stormwater Fund	Conservation Commission activities	Fees from local Stormwater Protection By-law	Conservation Commission	\$ 20,000
Sealer of Weights and Measures	Inspection activities	Fees collected from participants	Board of Selectmen	\$ 3,000
Police Details	Police Traffic Details	Citations	Board of Selectmen	\$ 30,000
PEG	Audio and visual equipment and supplies	User fees and rental fees	Board of Selectmen	\$ 3,000
Road Maintenance	Roadway improvements, including the related incidental costs such as, but not limited to, drainage, pedestrian access, lighting, and signage	Pavement Impact Fees, Road Opening Fees	Board of Selectmen	\$150,000



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State law. A Delivery Operator is an additional license type that allows for limited delivery of Marijuana or Marijuana Products to Consumers; and shall not be considered to be a Marijuana Retailer.

Medical Marijuana Treatment Center (MTC) – an entity licensed under State laws and regulations that acquires, cultivates, possesses, processes (including development of related products such as Edibles, MIPs, Tinctures, aerosols, oils, or ointments), repackages, transports, sells, distributes, delivers, dispenses, or administers Marijuana, products containing Marijuana, related supplies, or educational materials to Registered Qualifying Patients or their Personal Caregivers for medical use. Unless otherwise specified, MTC refers to the site(s) of dispensing, cultivation, and preparation of Marijuana for medical use.

~~Medical Marijuana Retailer – An entity licensed to acquire, sell, distribute, dispense Medical Use Marijuana and marijuana products that are designated and restricted for use by, and for the benefit of, Qualifying Patients in the treatment of Debilitating Medical Conditions or the symptoms thereof as set forth in Chapter 369 of the Acts of 2012 or M.G.L. c. 94I as it may supersede said Act.~~

Marijuana Product Manufacturer – An entity licensed to obtain, manufacture, process and package marijuana and marijuana products for medical and adult use, to deliver marijuana and marijuana products to marijuana establishments, but not to consumers.

Marijuana Products – Products that have been manufactured and contain marijuana or an extract from marijuana, including concentrated forms of marijuana and products composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils and tinctures.

Marijuana Research Facility – A facility that may cultivate, purchase or otherwise acquire marijuana for the purpose of conducting research regarding marijuana and marijuana products. This may be an academic institution, non-profit corporation or domestic corporation or entity authorized to do business in the Commonwealth of Massachusetts.

Marijuana Social Consumption Operator – A marijuana retailer licensed to sell marijuana and marijuana products on its premises only to consumers or allow consumers to consume marijuana and marijuana products on its premises.

Marijuana Transportation or Distribution Facility – An entity with a fixed location that delivers marijuana and marijuana products to marijuana establishments and transfers marijuana and marijuana products to other marijuana establishments, but not to consumers. This shall include the temporary storage of marijuana products on premises associated with transportation and distribution.



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Marijuana Testing Facility – An entity licensed to test marijuana and marijuana products, including certification for potency and the presence of contaminants.

Micro-Business – A co-located Marijuana Establishment that can be either a Tier 1 Marijuana Cultivator or Product Manufacturer or both, in compliance with the operating procedures for each license. A Microbusiness that is a Marijuana Product Manufacturer may purchase no more than 2,000 pounds of marijuana per year from other Marijuana Establishments.

Special Permit Granting Authority – The local board assigned to review and administer the special permit for a given project or activity. The Planning Board is assigned as the Special Permit Granting Authority for Adult Use and Medical Marijuana special permit applications.

5.40.00 Eligible Locations

5.40.01 Licensed Marijuana Establishments, may be allowed by special permit of the Tyngsborough Planning Board, and provided the Licensed Marijuana Establishment meets the requirements of this Section 5.00.00.

a) No marijuana establishment shall be located within 500 feet of any pre-existing public or private school, licensed day-care center, church, library, playground, or indoor and outdoor active recreation area for children.

b) Adult use Marijuana Establishments and Medical Marijuana Retail Establishments shall not be located within 500 feet of each other. This does not include legally co-located facilities. Non-retail marijuana establishments are allowed within 500 feet of each other

c) No Licensed Marijuana Establishment shall be located on a lot which directly abuts a residential district unless the 500-foot buffer requirements are met as described in section 5.40.02 of this Bylaw.

d) Licensed Marijuana Establishments shall be permitted in the following zones:

	R-1	R-2	R-3	B-1	B-2	B-3	B-4	I-1
Medical Marijuana <u>Retailer</u> <u>Treatment Center</u>	O	O	O	O	O	SPB-R	O	O
Adult Use (Recreational) Marijuana Retailer	O	O	O	O	O	SPB-R	O	O
<u>Marijuana Courier</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>SPB-R</u>



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Marijuana Cultivator	O	O	O	O	O	O	O	SPB-R
<u>Marijuana Delivery Operator</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>SPB-R</u>
Marijuana Product Manufacturer	O	O	O	O	O	O	O	SPB-R
Marijuana Testing Facility	O	O	O	O	O	SPB-R	O	SPB-R
Marijuana Research Facility	O	O	O	O	O	SPB-R	O	SPB-R
Marijuana Transportation or Distribution Facility	O	O	O	O	O	O	O	SPB-R
Microbusiness	O	O	O	O	O	O	O	SPB-R
Marijuana Social Consumption Operator	O	O	O	O	O	O	O	O

5.40.02 The 500-foot distance shall be measured in a straight line from the pre-existing building or facility in question to the nearest point of the proposed Marijuana Establishment's building.

5.50.00 General Requirements and Conditions for all Licensed Marijuana Establishments

~~**5.50.01** All Licensed Marijuana Establishments, except for transportation or distribution shall be contained within a building or structure and shall not be located inside a movable structure or mobile vehicle such as a trailer, van or truck. Outdoor cultivation is prohibited.~~

5.50.02 A Licensed Marijuana Establishment may not be located in a building that contains medical doctor's office or the offices of any other professional practitioner authorized to prescribe medical marijuana.

5.50.03 The hours of operation of Licensed Marijuana Establishments shall be set by the Special Permit Granting Authority, as a condition of the special permit.

5.50.04 No smoking, burning, or consumption of any product containing marijuana or marijuana-related products shall be permitted on the premises of a Licensed Marijuana Establishment, except as legally permitted within a licensed research or testing facility.

5.50.05 No Registered Marijuana Dispensary shall be located inside a building containing residential units, including transient housing such as motels, hotels, or dormitories.

5.50.06 Licensed Marijuana Establishments shall provide the Tyngsborough Police Department, Tyngsborough Fire Department, Building Commissioner, Board of Health and the Special Permit Granting Authority with the names, telephone numbers and email addresses of all management staff and key holders, to whom one



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can provide notice if there are operating problems associated with the Licensed Marijuana Establishment.

5.50.07 The Licensed Marijuana Establishment shall allow law enforcement personnel, local public health, inspectional services, and other permit-granting agents, acting within their lawful jurisdiction, to enter and inspect the Licensed Marijuana Establishment for compliance with local and State regulations.

5.50.08 Prior to the issuance of a certificate of occupancy, all Licensed Marijuana Establishments shall file a security plan, operation and management plan and emergency plan to demonstrate there is limited undue burden on the Town public safety officials as a result of the proposed business.

- a) The **security plan** shall include the details of all security measures for the site, and transportation of marijuana and marijuana products to and from off-site premise to ensure the safety of employees and the public and protect the property from theft or other criminal activity. The security plan shall be submitted to the Tyngsborough Fire Department and Tyngsborough Police Department, with notice of such deliveries to the Special Permit Granting Authority. This plan shall remain confidential. The security plan shall be resubmitted on an annual basis on January 31st, or within 7 days of any change in management or ownership, building security, or any other operational aspect that may affect employee or public security.
- b) **The Operation and Management Plan:** Prior to issuance of the building permit, the Operation and Management Plan shall be submitted to the Building Department, Board of Health and Special Permit Granting Authority, with notice of such deliveries to the Special Permit Granting Authority. The plan shall include the following elements, as applicable: organizational structure, location, property description, hours of operation and staffing, indoor cultivation practices, processing practices, distribution practices, employee safety, general compliance, fire prevention, sanitation requirements, electrical system overview, ventilation system and air quality and waste refuse chemical remediation plan.
- c) **The Emergency Response Plan:** Prior to issuance of a Certificate of Occupancy, all Licensed Marijuana Establishments shall meet with Tyngsborough Police Department and Fire Department to discuss and identify emergency plans/contingency plans for the site. A written Emergency Response Plan shall be filed with the Tyngsborough Fire Department and Tyngsborough Police Department pursuant to M.G.L. c. 94G §12, with notice of such deliveries to the Special Permit Granting Authority.



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5.50.09 The number of Adult Use Marijuana Retail Establishments shall be limited to no more than 20% of the All-Alcohol Package Store Liquor Licenses for the Town. The number of Marijuana Courier Establishments and the number of Marijuana Delivery Operators shall each be equal to or fewer than the number of Retail Establishments registered to engage in the same type of activity in the Town. or take any other action relative thereto.

Motion: To approve as printed in the Annual Town Meeting Guidebook.

Action: Does carry. Moderator counted six opposed and over 100 in favor. Declared 2/3 vote.

Article 18: Zoning Bylaw Amendments - Marijuana Delivery Establishments Prohibition

To see if the Town will vote, subject to an affirmative vote at the local town election, to amend the Town of Tyngsborough Zoning Bylaws by amending Section 5.00.00, Special Requirements for Licensed Marijuana Establishments, by adding the language underlined and removing the language with a strikethrough, as follows:

5.00.00 Special Requirements for Licensed Marijuana Establishments

5.30.00 Definitions

Active Recreation Area for Children – Recreational activities, such as organized sports, that require extensive facilities or that have a considerable environmental impact on the recreational site.

Adult Use Marijuana Retailer – An entity licensed to purchase and transport marijuana and marijuana products for adult use from marijuana establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers as defined in 935 CMR 500.02.

Licensed Marijuana Establishment – A facility for the indoor cultivation, production, processing, assembly, packaging, retail or wholesale sale, trade, distribution or dispensing of marijuana and marijuana products for both medical and adult use.

Marijuana – The same substance defined as "marijuana" under 935 CMR 500.00 for Adult Use Marijuana, and 105 CMR 725.004 for Medical Use Marijuana.

Marijuana Courier – an entity licensed to deliver Finished Marijuana Products, Marijuana Accessories and Branded Goods directly to Consumers from a Marijuana Retailer, or directly to Registered Qualifying Patients or Caregivers from an Marijuana Treatment Center, but is not authorized to sell Marijuana or Marijuana Products directly to Consumers, Registered Qualifying Patients or Caregivers and is not authorized to Wholesale, Warehouse, Process, Repackage, or White Label, as defined by State law. A Marijuana Courier is an additional license type that allows for limited delivery of Marijuana or



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Marijuana Products to Consumers; and shall not be considered to be a Marijuana Retailer.

Marijuana Cultivator – An entity licensed to cultivate, process and package marijuana for both medical and adult use, to deliver marijuana to marijuana establishments, but not to consumers.

Marijuana Delivery Operator or Delivery Operator – an entity licensed to purchase at Wholesale and Warehouse Finished Marijuana Products acquired from a Marijuana Cultivator, Marijuana Product Manufacturer, Microbusiness or Craft Marijuana Cooperative, and White Label, sell and deliver Finished Marijuana Products, Marijuana Accessories and Marijuana Branded Goods directly to Consumers, but is not authorized to Repackage Marijuana or Marijuana Products or operate a storefront under this license, as defined by State law. A Delivery Operator is an additional license type that allows for limited delivery of Marijuana or Marijuana Products to Consumers; and shall not be considered to be a Marijuana Retailer.

Medical Marijuana Retailer – An entity licensed to acquire, sell, distribute, dispense Medical Use Marijuana and marijuana products that are designated and restricted for use by, and for the benefit of, Qualifying Patients in the treatment of Debilitating Medical Conditions or the symptoms thereof as set forth in Chapter 369 of the Acts of 2012 or M.G.L. c. 94I as it may supersede said Act.

Medical Marijuana Treatment Center (MTC) – an entity licensed under State laws and regulations that acquires, cultivates, possesses, processes (including development of related products such as Edibles, MIPs, Tinctures, aerosols, oils, or ointments), repackages, transports, sells, distributes, delivers, dispenses, or administers Marijuana, products containing Marijuana, related supplies, or educational materials to Registered Qualifying Patients or their Personal Caregivers for medical use. Unless otherwise specified, MTC refers to the site(s) of dispensing, cultivation, and preparation of Marijuana for medical use.

Marijuana Product Manufacturer – An entity licensed to obtain, manufacture, process and package marijuana and marijuana products for medical and adult use, to deliver marijuana and marijuana products to marijuana establishments, but not to consumers.

Marijuana Products – Products that have been manufactured and contain marijuana or an extract from marijuana, including concentrated forms of marijuana and products composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils and tinctures.

Marijuana Research Facility – A facility that may cultivate, purchase or otherwise acquire marijuana for the purpose of conducting research regarding



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marijuana and marijuana products. This may be an academic institution, non-profit corporation or domestic corporation or entity authorized to do business in the Commonwealth of Massachusetts.

Marijuana Social Consumption Operator – A marijuana retailer licensed to sell marijuana and marijuana products on its premises only to consumers or allow consumers to consume marijuana and marijuana products on its premises.

Marijuana Transportation or Distribution Facility – An entity with a fixed location that delivers marijuana and marijuana products to marijuana establishments and transfers marijuana and marijuana products to other marijuana establishments, but not to consumers. This shall include the temporary storage of marijuana products on premises associated with transportation and distribution.

Marijuana Testing Facility – An entity licensed to test marijuana and marijuana products, including certification for potency and the presence of contaminants.

Micro-Business – A co-located Marijuana Establishment that can be either a Tier 1 Marijuana Cultivator or Product Manufacturer or both, in compliance with the operating procedures for each license. A Microbusiness that is a Marijuana Product Manufacturer may purchase no more than 2,000 pounds of marijuana per year from other Marijuana Establishments.

Special Permit Granting Authority – The local board assigned to review and administer the special permit for a given project or activity. The Planning Board is assigned as the Special Permit Granting Authority for Adult Use and Medical Marijuana special permit applications.

5.40.00 Eligible Locations

5.40.01 Licensed Marijuana Establishments, may be allowed by special permit of the Tyngsborough Planning Board, and provided the Licensed Marijuana Establishment meets the requirements of this Section 5.00.00.

a) No marijuana establishment shall be located within 500 feet of any pre-existing public or private school, licensed day-care center, church, library, playground, or indoor and outdoor active recreation area for children.

b) Adult use Marijuana Retail Establishments and Medical Marijuana ~~Retail Establishments~~ Treatment Centers shall not be located within 500 feet of each other. This does not include legally co-located facilities. Non-retail marijuana establishments are allowed within 500 feet of each other

c) No Licensed Marijuana Establishment shall be located on a lot which directly abuts a residential district unless the 500-foot buffer requirements are met as described in section 5.40.02 of this Bylaw.



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d) Licensed Marijuana Establishments shall be permitted in the following zones:

	R-1	R-2	R-3	B-1	B-2	B-3	B-4	I-1
Medical Marijuana Retailer <u>Treatment Center</u>	O	O	O	O	O	SPB-R	O	O
Adult Use (Recreational) Marijuana Retailer	O	O	O	O	O	SPB-R	O	O
<u>Marijuana Courier</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>
Marijuana Cultivator	O	O	O	O	O	O	O	SPB-R
<u>Marijuana Delivery Operator</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>	<u>O</u>
Marijuana Product Manufacturer	O	O	O	O	O	O	O	SPB-R
Marijuana Testing Facility	O	O	O	O	O	SPB-R	O	SPB-R
Marijuana Research Facility	O	O	O	O	O	SPB-R	O	SPB-R
Marijuana Transportation or Distribution Facility	O	O	O	O	O	O	O	SPB-R
Microbusiness	O	O	O	O	O	O	O	SPB-R
Marijuana Social Consumption Operator	O	O	O	O	O	O	O	O

5.40.02 The 500-foot distance shall be measured in a straight line from the pre-existing building or facility in question to the nearest point of the proposed Marijuana Establishment's building.

5.50.00 General Requirements and Conditions for all Licensed Marijuana Establishments

~~**5.50.01** All Licensed Marijuana Establishments, except for transportation or distribution shall be contained within a building or structure and shall not be located inside a movable structure or mobile vehicle such as a trailer, van or truck. Outdoor cultivation is prohibited.~~

5.50.02 A Licensed Marijuana Establishment may not be located in a building that contains medical doctor's office or the offices of any other professional practitioner authorized to prescribe medical marijuana.

5.50.03 The hours of operation of Licensed Marijuana Establishments shall be set by the Special Permit Granting Authority, as a condition of the special permit.



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5.50.04 No smoking, burning, or consumption of any product containing marijuana or marijuana-related products shall be permitted on the premises of a Licensed Marijuana Establishment, except as legally permitted within a licensed research or testing facility.

5.50.05 No Registered Marijuana Dispensary shall be located inside a building containing residential units, including transient housing such as motels, hotels, or dormitories.

5.50.06 Licensed Marijuana Establishments shall provide the Tyngsborough Police Department, Tyngsborough Fire Department, Building Commissioner, Board of Health and the Special Permit Granting Authority with the names, telephone numbers and email addresses of all management staff and key holders, to whom one can provide notice if there are operating problems associated with the Licensed Marijuana Establishment.

5.50.07 The Licensed Marijuana Establishment shall allow law enforcement personnel, local public health, inspectional services, and other permit-granting agents, acting within their lawful jurisdiction, to enter and inspect the Licensed Marijuana Establishment for compliance with local and State regulations.

5.50.08 Prior to the issuance of a certificate of occupancy, all Licensed Marijuana Establishments shall file a security plan, operation and management plan and emergency plan to demonstrate there is limited undue burden on the Town public safety officials as a result of the proposed business.

- d) The **security plan** shall include the details of all security measures for the site, and transportation of marijuana and marijuana products to and from off-site premise to ensure the safety of employees and the public and protect the property from theft or other criminal activity. The security plan shall be submitted to the Tyngsborough Fire Department and Tyngsborough Police Department, with notice of such deliveries to the Special Permit Granting Authority. This plan shall remain confidential. The security plan shall be resubmitted on an annual basis on January 31st, or within 7 days of any change in management or ownership, building security, or any other operational aspect that may affect employee or public security.
- e) **The Operation and Management Plan:** Prior to issuance of the building permit, the Operation and Management Plan shall be submitted to the Building Department, Board of Health and Special Permit Granting Authority, with notice of such deliveries to the Special Permit Granting Authority. The plan shall include the following elements, as applicable: organizational structure, location, property description, hours of operation and staffing, indoor cultivation practices, processing practices, distribution



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practices, employee safety, general compliance, fire prevention,
sanitation requirements, electrical system overview, ventilation
system and air quality and waste refuse chemical remediation plan.

- f) **The Emergency Response Plan: Prior** to issuance of a Certificate of Occupancy, all Licensed Marijuana Establishments shall meet with Tyngsborough Police Department and Fire Department to discuss and identify emergency plans/contingency plans for the site. A written Emergency Response Plan shall be filed with the Tyngsborough Fire Department and Tyngsborough Police Department pursuant to M.G.L. c. 94G §12, with notice of such deliveries to the Special Permit Granting Authority.

5.50.09 The number of Adult Use Marijuana Retail Establishments shall be limited to no more than 20% of the All-Alcohol Package Store Liquor Licenses for the Town.

or take any other action relative thereto.

Motion: To withdraw.

Action: Does carry.

Article 19: Zoning Bylaw Changes - Undersized lots

To see if the Town will vote to amend Section 2.12.00 of the Town's Zoning Bylaw, entitled "Intensity of Use (Dimensional Requirements)," following Subsection 2.12.50, entitled "Table of Standard Dimensional Requirements," by adding a new Subsection 2.12.51, as follows:

2.12.51 Reduction of Dimensional Requirements for Certain Undersized Lots

The Planning Board may, in its discretion, and by issuance of a special permit, reduce any one (1) or more of the dimensional requirements contained in the foregoing Table of Standard Dimensional Requirements, or elsewhere in this By-law, for any lot in the B-1, B-2, B-3, B-4, or I-1 districts that does not satisfy the minimum lot area requirement applicable thereto. Such special permit shall require mandatory findings by the Planning Board in accordance with Section 1.16.14 of this By-law, with respect to the dimensional variation(s) proposed; and, further, shall require consideration by the Planning Board of the character of the neighborhood, the general pattern of development in the neighborhood and district, and the dimensional standards previously and generally employed in the district. Any special permit issued hereunder may be conditioned by the Planning Board in accordance with Section 1.16.15 of this By-law.

or take any other action relative thereto.

Motion: To approve as printed in the Annual Town Meeting Guidebook.

Action: Does carry unanimously.



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Article 20: General Bylaw Amendment - Mandatory Recycling Bylaw

To see if the Town will vote to amend Article XLII of the Town's General Bylaws, by removing therefrom the provisions that are stricken-through and by adding thereto the provisions that are underlined, as follows:

Section 1. AUTHORITY:

1.1) In accordance with Massachusetts General Law Chapter 40 Section 8H, the Board of Health (Board) of the Town of Tyngsborough (Town) shall be charged with the promulgation and implementation of this By-Law and any regulation adopted under this By-Law.

Section 2. PURPOSE:

2.1) In order to protect the environment, promote recycling, and in compliance with Massachusetts mandated waste bans; the Town hereby establishes mandatory separation of recyclable and compostable yard waste from the solid waste stream.

Section 3. APPLICABILITY

3.1) This applies to all owners, tenants, occupants, and property managers of residential, multifamily, commercial, industrial, municipal, and institutional structures and properties in the Town and to any and all waste haulers duly licensed by the Board.

Section 4. WASTE HAULERS

4.1) Every waste hauler must be duly licensed by the Board on an annual basis to operate within the Town.

4.2) Every waste hauler shall provide an integrated waste management service whereby collection of recyclables is provided to all trash collection customers.

For Commercial Customers/Generators, the Permitted Hauler must provide both Solid Waste and Recyclables collection; unless the Customer can provide proof to the Permitted Hauler that separate Recycling services are provided by another Permitted Hauler or via one of the methods listed on the Recycling Service Exemption Form). Permitted Haulers may charge separately for the collection of Recyclables. Commercial Customers/Generators may choose to contract for collection of Recyclables by a second Permitted Hauler that only performs Recyclables collection. Permitted Haulers that collect only Recyclables are not required to collect Solid Waste. Permitted Haulers must provide the names and addresses of their Solid Waste only Commercial Customers to the Town so the Town can follow up to ensure that those Customers are complying with the Waste Bans.

For Residential Customers/Generators, the bundled service must provide Customers with Solid Waste and Recyclables collection at a rate that reflects the cost of providing both services. Solid Waste and Recycling services must



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be provided by the same Permitted Hauler unless otherwise pre-approved by the Board of Health. The Permitted Hauler may itemize the invoice to clearly show the cost of Recycling collection contained in the bundled service. All Permitted Haulers serving Residential Customers/Generators must provide appropriately-sized, paired Solid Waste and Recyclables containers that are clearly marked and adjacent or in close proximity to each other.

4.3) Every non-municipal waste hauler shall, upon request, provide the Board with an updated customer list, which includes the names and addresses of customers within the Town, the degree of service, and pick-up schedule. Upon request by the Board, every waste hauler shall also provide educational material to customers.

4.4) Waste haulers may not accept a load of refuse with greater than 5%, by volume, recyclables or compostable yard waste. In addition, every waste hauler shall report, in writing, violations of this provision to the Board or its agent(s).

4.5) Waste haulers may not accept compostable yard waste, except on designated dates established by the Board.

4.6) Waste haulers shall allow for unannounced inspections of collected refuse or recyclables by the Board or its designated agent(s) where the Waste Hauler is required to demonstrate satisfactory collection procedures.

Section 5: OWNERSHIP OF RECYCLABLES

5.1) Once recyclable materials or compostable yard waste are placed at the curbside or designated collection area these materials shall become property of the Town. No person, business, or other legal entity other than licensed waste hauler and/or authorized agent(s) of the Town, acting in the course of their employment, may collect or pick up any recyclable materials so placed.

Section 6. COLLECTION OF RECYCLABLE MATERIALS

6.1) All recycling containers and receptacles shall be placed for collection on the outer edge of the sidewalk or driveway, so as not to obstruct the free passage of pedestrians, or in such other place and on days specified by the Director in rules and regulations to be issued under this section.

6.2) Recyclables shall not be placed in any plastic bags for collection, removal or disposal. Recyclables shall not be placed in the same refuse containers as rubbish or mixed with rubbish or litter for collection, removal or disposal.

Section 7: INSPECTION

7.1) The Board of Health or its designee is authorized to inspect a Permitted Hauler's truck and load at any time. The Board of Health also has the right to require weight slips or confirmation of disposal of Solid Waste or management of Recyclables.



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Section 8: ENFORCEMENT

8.1) Enforcement of this regulation shall be by criminal complaint in the district court and/or non-criminal disposition ticket per MGL Chapter 40, Section 21D. Agents of the Board of Health or its designee shall have the power to enforce the provisions of this regulation.

A. Penalties

In the event that a Permitted Hauler fails to follow these regulations, the Board of Health reserves the right to impose reasonable fines and/or revoke the permit to operate within the Town, subject to the Appeal Provisions described below.

a)	First offense	\$100 fine
b)	Second offense	\$200 fine
c)	Subsequent	\$300 fine

Each day of failure to comply with the regulations shall constitute a separate violation.

B. Appeal Provisions

Any Permitted Hauler cited for a violation of these regulations may appeal such citation by filing a written notice of appeal with the Board of Health within seven (7) days, exclusive of Saturdays, Sundays and legal holidays, from the date of said citation. A hearing will be held within 60 days from the date of the filing of the appeal. Written notice of the hearing date will be delivered to the applicant at least two (2) weeks prior to the scheduled date. The hearing will be conducted in accordance with the established procedures of the Board of Health.

Section 69: SEVERABILITY

6.1)9.1) If any section of this By-Law is declared invalid or unenforceable for any reason, said decision shall not affect any other section of this By-Law, which shall remain in full force and effect.

Section 10. EFFECTIVE DATE

This bylaw shall be effective upon passage.

or take any other action relative thereto.

Motion: To approve as printed in the Annual Town Meeting Guidebook.

Action: Does carry.



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Article 21: General Bylaw Amendment- Establish Fall Special Town Meeting Date

To see if the Town will vote to amend the Town's General Bylaws, Article 1 Town Meetings, by adding the following language to the end thereof:

If the Selectmen determine that a Special Town Meeting is required during the fiscal year, the Selectmen shall make all reasonable efforts to post the Special Town Meeting for the fourth Tuesday in October at 7:00 in the evening. This provision does not prohibit the Selectmen from holding a Special Town Meeting at any other time if required by law or due to the nature of the article(s) presented being time-sensitive. or take any other action relative thereto.

Motion: To approve as printed in the Annual Town Meeting Guidebook.

Action: Does carry.

Article 22: Maintenance/Access Easement- 9 Kendall Rd

To see if the Town will vote to authorize the Board of Selectmen to accept a permanent construction and maintenance easement from Robert E Parkin REV TR OF 2006, for nominal consideration, in, over, under, through and/or upon a portion of the property known as and numbered 9 Kendall Road, Tyngsborough, MA, which portion is yet-to-be-determined but may consist of all or any part of said property, for the purpose of creating a shared driveway access for property at 250 Middlesex Road and, further, for the purpose of placing, utilizing and maintaining recreational trails and related passive recreation features upon said easement area, said easement to be under the care, custody and control of the Board of Selectmen, and to authorize the Board of Selectmen to negotiate and execute any and all documents necessary to effectuate the same, or take any other action relative thereto.

Motion: To approve as printed in the Annual Town Meeting Guidebook.

Action: Does carry.

Article 23: Maintenance/Access Easement- Enclave at Tyngsborough

To see if the Town will vote to authorize the Board of Selectmen to grant a permanent construction and maintenance easement to the Toll Brothers, Inc., its affiliate or nominee permitted on the property known as and numbered 45 & 36 Sherburne Avenue/80Pawtucket Boulevard, for nominal consideration, in, over, under, through and/or upon a portion of Town-owned public roads, including Sherburne Avenue to the south of the Project Site and Coburn Road to the east of the Project Site, Tyngsborough, MA, substantially as shown on the plan below "Sewer Force Main Route", which portion is yet-to-be-determined but may consist of all or any part of said roadway, for the purpose of offsite work associated with The Enclave project adjacent or proximate thereto, including but not limited to the Coburn Road pump station replacement and force main, and to authorize the Board of Selectmen to negotiate and execute any and all documents necessary to effectuate the same, or take any other action relative thereto.



Motion: To approve as printed in the Annual Town Meeting Guidebook.
Action: Does carry.

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Article 24: Access Easement 93 Kendall Rd

To see if the Town will vote to authorize the Board of Selectmen to accept a permanent access easement from Brox Family Real Estate LLC, its successors and/or assigns, for nominal consideration, in, over, under, through and/or upon a portion of the property known as and numbered 93 Kendall Road, Tyngsborough, MA, in the approximate location shown on the plan below, or any other location deemed proper by the Board of Selectmen, for the purpose of accessing Town-owned property known as and numbered 87 Kendall Road, said easement to be under the care, custody and control of the Board of Selectmen, and to authorize the Board of Selectmen to negotiate and execute any and all documents necessary to effectuate the same, or take any other action relative thereto.



Motion: To approve as printed in the Annual Town Meeting Guidebook.
Action: Does carry.

Article 25: Access Easement 87 Kendall Rd

To see if the Town will vote to authorize the Board of Selectmen to grant a permanent access easement to Brox Family Real Estate LLC, its successors and/or assigns, for nominal consideration, in, over, under, through and/or upon a portion of Town property known as 87 Kendall Road, Tyngsborough, MA, for the purpose of access to and from the adjacent or proximate property located at 93 Kendall Road, Tyngsborough, MA, in the approximate location shown on the plan below, or any other location deemed proper by the Board of Selectmen, and to authorize the Board



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of Selectmen to negotiate and execute any and all documents necessary to effectuate the same, or take any other action relative thereto.



Motion: To approve as printed in the Annual Town Meeting Guidebook.
Action: Does carry.

Article 26: Acceptance of Provision Chapter 184, Section 51 of the Acts of 2002 – Clause 41C

To see if the Town will vote to accept the provisions of Chapter 184, Section 51 of the Acts of 2002, amending Massachusetts General Laws, Chapter 59, Section 5, Clause 41, pertaining to the amounts contained in the first sentence of this clause, which authorizes the legislative body to increase the amount of property tax exemption granted to eligible senior applicants on the basis of age, income and assets, by 33.3%,
or take any other action relative thereto.

Motion: To approve as printed in the Annual Town Meeting Guidebook.
Action: Does carry.

Article 27: Acceptance of Provision by Mass. General Law, Chapter 59, Section 5K – Senior Citizen Property Tax Work-off Abatement Program

To see if the Town will accept the provisions of General Laws, Chapter 59, Section 5K, added by the Municipal Modernization Act of 2016, which authorizes the legislative body to increase the maximum property tax reduction seniors may earn performing work for their community amount to \$1,500, provided they cannot receive credit for their services at an hourly rate higher than the state's minimum wage,
or take any other action relative thereto.

Motion: To approve as printed in the Annual Town Meeting Guidebook.



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Action: Does carry.

Article 28: Middle School Debt Authorization

To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the Tyngsborough Middle School Building Committee for the design and construction of a new middle school with an approximate square footage of 112,784 square feet located at 50 Norris

Road in Tyngsborough, Massachusetts inclusive of abatement and demolition of the existing middle school structures on said property; new parking lot, new softball field,

and all other costs incidental and related thereto, which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) 58.61 percent (%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA.

Motion: I move that the Town appropriate the amount of eighty-two million, five hundred thirty thousand (\$82,530,000) Dollars for the purpose of paying costs of the design, construction, equipping and furnishing of a new middle school with an approximate area of 112,784 square feet, located at 50 Norris Road in Tyngsborough, Massachusetts, inclusive of abatement and demolition of the existing middle school structures on said property, new parking lot, new softball field and associated site preparation, and any and all other costs incidental or related thereto, which school facility shall have an anticipated useful life as an educational facility for the instruction of school children for at least 50 years, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the Tyngsborough Middle School Building Committee. To meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under M.G.L. Chapter 44, or pursuant to any other enabling authority. The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided further that any grant that Town may receive from the MSBA for the Project shall not exceed the lesser of (1) fifty-eight and sixty-one hundredths percent (58.61%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; provided that any appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. Chapter 59, Section 21C (Proposition 2½); and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project



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Funding Agreement that may be executed between the Town and the MSBA; and further that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of the issuance of such bonds or notes, may be applied to payment of costs approved by this vote in accordance with M.G.L. Chapter 44, Section 20, thereby reducing the amount to be borrowed to pay such cost by a like amount.

Action: Ballots counted: 513 yes, 87 no. Exceed the required 2/3rd and does pass.

Article 29: Citizen Petition- Home Rule Petition

To see if the Town will vote to petition the legislature to provide for increased water supply in the Town of Tyngsborough with assistance from the Tyngsborough Water District and the Commonwealth, or take any other action relative thereto.

Motion: To approve as printed in the Annual Town Meeting Guidebook.

Action: Does carry.

Article 30: Citizen Petition Early Voting

To see if the Town will vote to reject the 2021 Fall Special Town Meeting vote regarding the "permission to the Board of Selectmen to file special legislation with the General Court of the Commonwealth to allow the Town to establish early voting and no-excuse absentee voting in municipal elections. This could be implemented for all municipal elections only after the Commonwealth approves such legislation".

1. The right to vote is sacred and the voice of Tyngsborough citizens about such matters should not be decided by anything other than a normal Annual Town Meeting.
2. Early Voting and Mail-in Voting should be severely restricted and scrutinized to verify voter identity, intent, and accuracy.

Motion: To accept as printed.

Action: Does not carry.

Motion: To reconsider Department 543.

Action: Does not carry. Yes votes 89; no votes 198.

Article 31: Citizen Petition Absentee Voter

To see if the Town will vote to reserve Absentee ballots to those individuals who are too disabled to vote in person or who will be out of town on Election Day and all Early Voting Days and that any violations of this process shall be reported under Mass General Laws Chapter 54, Section 75.

1. All absentee ballots should require notarization or the signature of a witness, as well as the printed name, address, and telephone number of the witness, so that the witness can be contacted if questions arise over the authenticity of the ballot.



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2. No individual should be allowed to witness more than one absentee ballot of a voter who is not related to that individual. A person should not be allowed to witness the absentee ballots of up to five immediate family members.
3. The signatures of voters on absentee ballots should be compared to the signatures of the voters on their registration files. If signature comparison software is utilized, it should be set for a 95 percent effective rate.
4. No completed absentee ballot received from a voter should be removed from its envelope until the verification process – a verification process that is subject to observation by designated observers of the candidates and/or the major political parties – has been completed.
5. All voters wanting to vote with absentee ballots should be required to fill out a signed request, with no electronic signature accepted, and provide a copy of a photo ID. That signature should be authenticated by comparison with the signature of the voter in the voter's registration file.
6. There should be no permanent absentee ballot lists and no automatic mailing to all voters of absentee ballots or absentee ballot request forms.
7. The deadline for the receipt of all absentee ballots should be the closing of polls on Election Day to obviate any disputes about the timing of absentee ballots and problems with the U.S. Postal Service's failure to postmark an envelope. The deadline for a request for an absentee ballot should be based on U.S. Postal Service delivery standards for Massachusetts.
8. Voters should not be sent pre-stamped, pre-postmarked envelopes for the return of their ballots. Since the U.S. Postal Service is unlikely to restamp the envelopes, this risks absentee ballots not being mailed until after Election Day when early results are already being reported.
9. To avoid the same absentee ballot being counted more than once,
 - a. An official notice should be sent to the Absentee Voter's official mailing address confirming the request and intention to utilize an Absentee ballot prior to the delivery of the ballot.
 - b. Absentee ballots should require a signed registered receipt upon delivery.
 - c. All Absentee ballots requests should be flagged within the voter registration system by the Town Clerk upon the request of the delivery of the absentee ballot, and such flag shall be removed only upon the return of the unused ballot.
 - d. In the event of dispute on Election Day, a provisional ballot shall be provided to the individual until investigation – an investigation that is subject to observation by designated observers of the candidates and/or the major political parties – is completed and final determination is made by election officials.
10. The use of drop boxes should be severely limited. If authorized, states should require that drop boxes be located in secure settings where they are under 24-hour security, under video surveillance, and located in government buildings. The video surveillance should be available to designated representatives of the candidates and major political parties.
11. A special procedure should be implemented to investigate the validity of the registration of any registered voter whose requested absentee ballot is returned as undeliverable by the U.S. Postal Service.



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12. The request for absentee mail ballot, transmittal, or return receipt of absentee mail or early ballot information from should be made public to political campaigns or the public for review.
13. Election jurisdictions should provide bipartisan teams of election officials to assist individuals who are seeking to cast an absentee ballot from a hospital, nursing home, or other such facility.

Motion: To accept as printed.

Action: Does not carry.

Article 32: Citizen Petition- Voter ID

To see if the Town will vote to require all voters to validate his or her identity with government-issued photo ID to vote both in-person or by absentee ballot in accordance with Mass General Laws Chapter 54, Section 76B.

Further, we seek to request the Board of Selectmen to file special legislation with the General Court of the Commonwealth to amend Mass General Laws Chapter 54, Section 76B and

- i. Clarify Section 76B to require voters present valid photo identification
- ii. Require any Massachusetts State ID to clearly identify the status of United States Citizenship
- iii. Remove non-photo identification options (utility bills, bank statement, paycheck, etc.) from the voter verification process.

Motion: To accept as printed.

Action: Does not carry.

Motion: To adjourn the meeting.

Action: Meeting adjourned at 10:09 pm.

A true copy: attest.

Joanne Shifres
Town Clerk



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Town Clerk

SPECIAL TOWN MEETING MINUTES
May 3, 2022

Place: Tyngsborough High Gymnasium
Moderator: Robert L. Kydd, Jr.

Time: 7:40 PM
Voters: 617

Meeting opened with the moderator recognizing and thanking Selectman Rick Reault for all his years of service, followed by an acknowledgement of residents who passed in the last year. The Pledge of Allegiance followed.

Motion: To allow the following non-residents to speak: Matthew Hanson, Town Administrator, Colin Loiselle, Assistant Town Administrator, Attorney Kate Fedderer, Town Counsel, Richard Howe, Police Chief, David Andrus, Town Accountant, Eric Salerno, Town Planner & Economic Development Director, Rony Camile, Media Director, Doug Roberts, JCJ Architecture, and Rep. Colleen Garry.
Action: Does pass.

Article 1: Transfers of accrued interest to Sewer Department

To see if the Town will vote to authorize \$159,116.81 in accrued interest for non-payment of the sewer betterment on the parcels located at 0 Middlesex Road and 50 Westford Road for the betterment payments due for FY19-FY21. As part of the settlement for the Phase I West litigation, there was a sum of \$159,116.81 that was paid for accrued interest for non-payment of the sewer betterment on the parcels located at 0 Middlesex Road and 50 Westford Road for the betterment payments due for FY19-FY21. The Sewer Betterment charges are included in the 3rd & 4th Quarter Real Estate taxes. Normally any accrued interest would stay with the Town, but in this scenario, the Real Estate taxes were paid in full and on time. It was only the Sewer Betterment portion of the bills that were not paid while the litigation was going on. So the accrued interest was based solely on the sewer betterment unpaid bills. The Sewer Commission is asking permission to have the amount of \$159,116.81 re-appropriated to the Phase I West betterment fund. The intention all along during the litigation was that a portion of this accrued interest would be used to reimburse the Sewer Enterprise Fund for any legal expenses incurred during the Phase I West betterment litigation.

Motion: To approve as printed in the Special Town Meeting Guidebook.
Action: Does carry.

Article 2: Transfers of surplus auction funds to Sewer Department

To see if the Town will vote to authorize \$12,360 in proceeds from the sale of a sewer department vehicle via a surplus auction be transferred back to the Sewer Enterprise Fund. This amount is what the 2006 Ford F250 sold for on the online auction. The vehicle was originally funded through the sewer enterprise fund. Funds



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from a surplus auction are deposited into the general fund and require town meeting authorization to re-appropriate them.

Motion: To approve as printed in the Special Town Meeting Guidebook.

Action: Does carry.

Article 3: Transfer of Funds.

To see if the Town will vote to transfer from free cash the following sums of money, or take any other action relative thereto.

Amount	Funding Source	To account:	For the following purpose:
\$300,000	Free Cash	Snow and Ice	Snow and Ice Deficit
\$121,379	Free Cash	School Department	Medicaid Reimbursement
\$65,000	Levy Capacity (from Cannabis Host Community Agreement Revenue)	School Department	Health Department Staff and Programming

Motion: To approve as printed in the Special Town Meeting Guidebook.

Action: Does carry.

Article 4: Approve Prior Year Bills

Vendor	Invoice	Amount	Account	Department
Carbon Colors	34606	\$365.34	01192200 543010	Administration
ASAP Sprinkler	9277	\$470.00	0119220 524025	Recreation
ASAP Sprinkler	5932	\$540.00	0119220 524025	Recreation

Motion: To approve as printed in the Special Town Meeting Guidebook.

Action: Does carry.

Article 5: Free Cash Appropriation – Capital Improvements for Fiscal Year 2023

To see if the Town will vote to raise, appropriate the sum of \$345,339.00 from certified free cash and that the Town be authorized to accept any available grant funds, for the purposes of funding the following capital requests or take any other action relative thereto.

ITEM #	DEPARTMENT	PROJECT	NOT TO EXCEED	EXPENDED BY
1	Fire Dept.	Replace (6) SCBA Airpacks	\$55,000.00	Board of Selectmen
2	Police Dept.	Taser Replacement	\$18,600.00	Board of Selectmen
3	IT	Server Replacement	\$67,000.00	Board of Selectmen
4	IT	Network Equipment Replacement	\$14,000.00	Board of Selectmen
5	Highway	1-Ton Utility Truck w/ Plow	\$71,000.00	Board of Selectmen
6	Police Dept.	Station Building Maintenance	\$67,000.00	Board of Selectmen
7	Building Dept.	Replace Commissioner's Vehicle	\$35,000.00	Board of Selectmen



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8	Highway Dept.	Supplemental Funding- Replace 6-Wheel Dump Truck w/plow	\$17,739.00	Board of Selectmen
			\$345,339.00	TOTAL

Motion: To approve as printed in the Special Town Meeting Guidebook.

Action: Does carry.

Motion: To adjourn the Special Town Meeting.

Action: Meeting adjourned at 7:51 pm.



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Town Clerk

SPECIAL TOWN MEETING MINUTES
October 25, 2022

Place: Tyngsborough Elementary School
Moderator: William F. Gramer

Time: 7:02 PM
Voters: 103

Meeting opened with a moment of silence for residents who passed in the last year.
The Pledge of Allegiance followed.

Motion: To allow the following non-residents to speak: Matthew Hanson, Town Administrator, Colin Loiselle, Assistant Town Administrator, Attorney Adam Costa, Town Counsel, Richard Howe, Police Chief, Marc Cianci, Animal Control Officer, David Andrus, Town Accountant, Eric Salerno, Town Planner & Economic Development Director, and Rony Camile, Media Director.
Action: Does pass.

Article 1: Transfer of funds from Free Cash

To see if the Town will vote to transfer the following amounts from free cash to the following account(s) and/or for the following purpose(s):

Amount	Purpose
\$200,000	General Stabilization Account
\$ 50,000	Winslow School Hazardous Materials Abatement

Motion: To approve the Article as printed in the Special Town Meeting Guidebook.

Motion #2: To amend the Article to remove the \$50,000.

Action #2: Does not carry.

Action: Article passes as printed in the Guidebook.

Article 2: Sewer Enterprise Fund Retained Earnings Transfer

To see if the Town will vote to transfer the sum of \$78,525 from the Sewer Enterprise Fund Retained Earnings to the Sewer Enterprise Fund Capital Line item for FY23, to be expended by the Sewer Commissioners for the purpose of purchasing (3) pump station grinders.

Motion: To approve Article 2 as printed in the Special Town Meeting Guidebook.

Action: Does pass.

Article 3: Zoning Bylaw Amendments and Recodification

To see if the Town will vote to amend the Tyngsborough Zoning Bylaw as follows:

(i) by deleting, in their entirety, the following Sections of the existing Tyngsborough Zoning Bylaw, including all provisions comprising the same, but NOT the Town's official zoning map:

Section 1.00.00: Purpose, Authority and Procedure



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Section 2.00.00: District Regulations

Section 3.00.00: General Regulations

Section 4.00.00: Special Regulations

Section 5.00.00: Special Requirements for Licensed Marijuana Establishments

which Sections together constitute the entirety of said Zoning Bylaw (excepting the aforementioned zoning map); and

(ii) by substituting therefor the following new Sections, the complete text of which is contained in a document entitled "Town of Tyngsborough Proposed Zoning By-law, October 3, 2022," on file with the Town Clerk and the Planning Board:

Section 1. Purpose and Authority

Section 2. Administration and Procedures

Section 3. Districts

Section 4. Use Regulations

Section 5. Dimensional Regulations

Section 6. Nonconforming Uses and Structures

Section 7. General Regulations

Section 8. Special Regulations

Section 9. Special Residential Regulations

Section 10. Special District Regulations

Section 11. Definitions

Motion: To approve Article 3 as printed in the Special Town Meeting Guidebook.

Action: Does pass unanimously.

Article 4: Zoning Bylaw Amendment- "Signs"

To see if the Town will vote to amend Section 7.2 of the Town's aforesaid, recodified Zoning Bylaw, entitled "Signs," by adding a new Subsection R thereto, as follows:

R. Waiver of Signage Requirement(s) by Special Permit. In the Business 3 (B-3) and Industrial 1 (I-1) Districts, the Zoning Board of Appeals may authorize, by issuance of a special permit, up to one (1) additional attached sign and/or up to a thirty percent (30%) increase in the maximum square footage of attached sign(s) beyond what is otherwise permitted hereunder; provided, however, that the Zoning Board of Appeals finds that such variation in number or size is not incongruous with the applicable zoning district nor injurious to traffic and safety conditions, or take any other action relative thereto.

Motion: To approve Article 4 as printed in the Special Town Meeting Guidebook.

Action: Does pass unanimously.

Article 5: Accept MGL Chapter 59, Section 5, Clause Twenty-Second G: Disabled Veterans Real Estate Tax Exemptions

To see if the Town will vote to accept Massachusetts General Laws Chapter 59, Section 5, Clause Twenty-Second G, providing that the following property shall be exempt from taxation:



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"In any city or town that accepts this clause, real estate that is the domicile of a person but is owned by a trustee, conservator, or other fiduciary for the person's benefit if the real estate would be eligible for exemption under clause Twenty-second, Twenty-second A, Twenty-second B, Twenty-second C, Twenty-second D, Twenty-second E or Twenty-second F [of said Chapter 59, Section 5] if the person were the owner of the real estate", or take any action related thereto.

Motion: To approve Article 5 as printed in the Special Town Meeting Guidebook.

Action: Does pass unanimously.

Article 6: Town General Bylaws - Tyngsborough Affordable Housing Trust

To see if the Town will to amend Town Bylaw XLIV Affordable Housing Trust Fund by removing the language with a strikethrough and adding the language in bold; or take any action related thereto.

Section 1. Name of Trust

The Trust shall be called the "Tyngsborough Affordable Housing Trust Fund" (Trust).

Section 2. Purpose

The purpose of the Trust shall be to provide for the preservation and creation of affordable housing in the Town of Tyngsborough (Town) for the benefit of low and moderate-income households. In furtherance of this purpose, the Trustees are authorized, in accordance with the below procedures to acquire by gift, purchase or otherwise real estate, ~~and~~ personal property, **or money**, both tangible and intangible, of every sort and description; to use such property, **both real and personal, or money** in such manner as the Trustees shall deem most appropriate to carry out such purpose, provided however, that all property, ~~and~~ **and money** held by the Trust and the net earnings ~~from such properties~~ **thereof** shall be used exclusively for the preservation and creation in the Town of affordable housing for the purposes for which this Trust was formed.

Section 3. Tenure of Trustees

A. Composition. There shall be a Board of Trustees (Trustees) consisting of not less than five nor more than seven trustees who shall be appointed by the Board of Selectmen (Selectmen). At least one of the Trustees shall be a member of the Selectmen, or its designee. One member of the Trustees shall be the Town Administrator, or his or her designee. Only persons who are residents of the Town shall be eligible to hold the office of Trustee, provided, however, the Town Administrator need not be a resident. **Of the Board of Selectmen appointees, at least one shall be a tenant who earns a low- or moderate-income, and resides in subsidized housing as defined by G.L. c. 40B or who received state- or federally-sponsored rental subsidies and demonstrates knowledge of tenant issues.**

B. Appointment of Trustees. Trustees shall serve for a term not to exceed two years, except that two of the initial trustee appointments shall be for a term



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of one year, and may be reappointed at the discretion of the Board of Selectmen. Any Trustee who ceases to be a resident of the Town shall cease to be a Trustee and shall promptly provide a written notification of the change in residence to the Selectmen. Any Trustee may resign by written instrument signed and acknowledged by such Trustee and duly filed with the Town Clerk. If a Trustee shall die, resign, or for any other reason cease to be a Trustee before his or her term of office expires, a successor shall be appointed by the Selectmen to fill such vacancy provided that in each case the said appointment and acceptance in writing by the Trustee so appointed is filed with the Town Clerk. No such appointment shall be required so long as there are five trustees in office. Upon the appointment of any succeeding Trustee and the filing of such appointment, the title to the Trust estate shall thereupon and without the necessity of any conveyance be vested in such succeeding Trustee jointly with the remaining trustees. **Reference to the Trustee shall mean the Trustee or Trustees for the time being hereunder.**

- C. Officers.** The Trustees shall designate a chair, vice chair, treasurer, and clerk.
- D. Removal.** A Trustee may be removed by the Board of Selectmen for cause following a hearing.
- E. Declaration of Trust.** The Trustees executed a Declaration of Trust and Certificate of Trust for the Tyngsborough Affordable Housing Trust Fund, recorded with the Middlesex North Registry of Deeds and filed with the Middlesex North Registry District of the Land Court, following approval of the Board of Selectmen.

Section 4. Meetings of the Trust

The Trust shall meet at least quarterly at such time and at such place as the Trustees shall determine. Notice of all meetings of the Trust shall be given in accordance with the provisions of the Open Meeting Law, M.G.L. c. 30A, §§ 18 – 25. A quorum at any meeting shall be a majority of the Trustees qualified and present in person.

Section 5. Powers of Trustees

The Trustees shall have the following powers which shall be carried out in accordance with and in furtherance of the provisions of M.G.L. c. 44, § 55C:

- A.** With the approval of the Selectmen, to accept and receive property, whether real or personal, **or money**, by gift, grant, devise, or transfer from any person, firm, corporation or other public or private entity, including without limitation, grants of funds or other property tendered to the Trust in connection with provisions of any zoning by-law~~or~~, any other by-law~~7~~ **or any general or special law, or any other source, including money from chapter 44B; provided, however, that any such money received from chapter 44B shall be used exclusively for community housing and shall remain subject to all the rules, regulations and limitations of that chapter when expended by the Trust, and such funds**



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shall be accounted for separately by the Trust; and provided further, that at the end of each fiscal year, the Trust shall ensure that all expenditures of funds received from said chapter 44B are reported to the Tyngsborough Community Preservation Act Committee for inclusion in the community preservation initiatives report, form CP-3, to the Department of Revenue;

B. With the approval of the Selectmen, to purchase and retain real or personal property, including without restriction investments that yield a high rate of income or no income;

C. With the approval of the Selectmen, to sell, lease, exchange, transfer or convey any real or personal property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertakings relative to Trust ~~real or personal~~ property **as the Trustees deems advisable**, notwithstanding the length of any such lease or contract;

D. To execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the Trustees engage for the accomplishment of the purposes of the Trust;

E. To employ advisors and agents, such as accountants, appraisers and lawyers as the Trustees deem necessary;

F. To pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the Trustees deem advisable;

G. To apportion receipts and charges between income and principal as the Trustees deem advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation depletion or otherwise;

H. With the approval of the Selectmen, to participate in any reorganization, recapitalization, merger or similar transactions; and to give proxies or powers of attorney with or without power of substitution, to vote any securities or certificates of interest, and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation and any other corporation or person;

I. With the approval of the Selectmen, to deposit any security with any reorganization committee, and to delegate to such committee such powers and authority **with relation thereto** as the Trustees may deem proper and to pay, out of Trust property, such portion of expenses and compensation of such committee as the Trustees may deem necessary and appropriate;

J. To carry property for accounting purposes other than acquisition date values;



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K. With the approval the Selectmen and the approval of Town Meeting by a two-thirds majority vote, to incur debt, to borrow money on such terms and conditions and from such sources as the Trustees deem advisable, and to mortgage and pledge Trust assets as collateral; **however, the Trust borrowing shall not exceed \$15,000,000 at any one time without Town Meeting approval."**

L. With the approval of the Selectmen, to disburse Trust funds for the purpose of making loans or grants in furtherance of the
creation or preservation of affordable housing in the Town upon such terms as the Trustees shall deem most appropriate to carry out such purposes;

M. To make distributions or divisions of principal in kind;

N. To comprise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the Trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of M.G.L. c. 44, § 55C, to continue to hold the same for such period of time as the Trustees may deem appropriate;

O. To manage or improve real property and, with the approval of the Selectmen, to abandon any property which the Trustees determine not to be worth retaining;

P. To hold all or part of the Trust property not invested for such purposes and for such time as the Trustees may deem appropriate; and

Q. To extend the time for payment of any obligation to the Trust.

Section 6. Funds Paid to the Trust

Notwithstanding any general or special law to the contrary, all moneys paid to the Trust in accordance with any zoning by-law, exaction fee, or private contribution, or other by-law shall be paid directly into the Trust and need not be appropriated or accepted and approved into the Trust. General revenues appropriated into the Trust become Trust property and these funds need not be further appropriated to be expended. All moneys remaining in the Trust at the end of any fiscal year, whether or not expended by the Trustees within one year of the date they were appropriated into the Trust, remain Trust property.

Section 7. Acts of Trustees

A majority of Trustees may exercise any or all of the powers of the Trustees and may execute on behalf of the Trustees any and all instruments with the same effect as though executed by all the Trustees. No Trustee shall be required to give bond. No license of court shall be required to confirm the validity of any transaction entered into by the Trustees with respect to the Trust Estate.

Section 8. Liability



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Neither the Trustees nor any agent or officer of the Trust shall have the authority to bind the Town, except in the manner specifically here authorized. The Trust is a public employer and the Trustees are public employees for the purposes of M.G.L. c. 268A. The Trust shall be deemed a municipal agency and the Trustees special municipal employees for the purposes of M.G.L. c. 268A.

Section 9. Taxes

The Trust is exempt from M.G.L. c. 59 and c. 62, and from any other provisions concerning payment of taxes based upon or measured by property or income imposed by the Commonwealth or any of its subdivisions.

Section 10. Custodian of Funds

The Town Treasurer shall be the custodian of the funds of the Trust. The books and records of the Trust shall be audited annually by an independent auditor in accordance with accepted accounting practices for municipalities.

Section 11. Governmental Body

The Trust is a governmental body for purposes of Sections of M.G.L. c. 30A §§ 18-25.

Section 12. Board of the Town

The Trust is a board of the Town for purposes of M.G.L. c. 30B and M.G.L. c. 40, § 15A but agreements and conveyances between the Trust and agencies, boards, commissions, authorities, departments and public instrumentalities of the Town shall be exempt from Chapter 30B.

Section 13. Duration of the Trust

This Trust shall be of indefinite duration, until terminated in accordance with applicable law. Upon termination of the Trust, subject to the payment of or making provisions for the payment of all obligations and liabilities of the Trust and the Trustees, the net assets of the Trust shall be transferred to the Town and held by the Selectmen for affordable housing purposes. In making any such distribution, the Trustees may, subject to the approval of the Selectmen, sell all or any portion of the Trust property and distribute the net proceeds thereof or they may distribute any of the assets in kind. The powers of the Trustees shall continue until the affairs of the Trust are concluded.

Section 14. Recordings

The Trustees have the authority to execute, deliver, and record with the Registry of Deeds any documents required for any conveyance here authorized.



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Section 15. Titles

The titles to the various Articles are for convenience only and are not to be considered part of such Articles nor shall they affect the meaning or the language of any such Article.

Motion: To approve Article 6 as printed in the Special Town Meeting Warrant.

Action: Does pass unanimously.

Article 7: Rescind prior funding authorization- Community Preservation Committee Fund

To see if the Town will vote to rescind the funding authorization voted at the September 16, 2020 Annual Town Meeting, as a part of Warrant Article 11, to expend up to \$250,000 to renovate a property on Indian Lane into an affordable housing unit, or take any other action relative thereto.

Motion: To approve Article 7 as printed in the Special Town Meeting Guidebook.

Action: Does pass unanimously.

Article 8: Appropriation – Community Preservation Committee Fund

To see if the Town will vote a sum of money to be appropriated or reserved from estimated annual revenues of the Community Preservation Fund for the fiscal year 2023, with each item to be considered a separate appropriation, for the payment of administrative expenses of the Community Preservation Committee, debt service, community preservation projects, and all other necessary and proper expenses, as follows:

Description	Amount	Fund Category
Lake Massapoag Weed Control	\$3,000	Open Space and Rec
Administrative costs to establish a Tyngsborough		
Land Trust	\$25,000	Open Space and Rec
Tyngsborough Housing Trust for renovation and		
Construction of affordable housing on Indian Lane	\$250,000	Affordable Housing
Total CPC Appropriations	\$278,000	

Motion: To approve Article 8 as printed in the Special Town Meeting Warrant.

Action: Does pass unanimously.

Article 9: Town General Bylaws- Solicitor Registration

To see if the Town will vote to adopt the following new Bylaw, entitled "Door-to-Door Solicitation," as Article LII of the Town's General Bylaws:

Door-to-Door Solicitation

Section 1. Registration required.

- A. It shall be unlawful for any person to solicit orders or subscriptions for goods or services, or to sell goods or services door to door, in the Town without first having registered with the Police Department. The registrant shall provide



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proof of identification, his or her signature, the name of his or her employer, the type of products or services which he or she is soliciting and such other information as may be requested by the Police Department. Each person soliciting in the Town on behalf of a for-profit corporation, for-profit business or other for-profit organization, but not any bona fide religious, charitable, educational or political organization, or person or entity acting for, on behalf of or with the support of any such organization, or for such a cause, shall be required to register with the Police Department and shall be subject to a background check.

- B. Each person shall pay to the Police Department at the time of registration an annual registration fee set pursuant to MGL c. 40, § 22F, to the extent permitted by law. The annual registration fee shall compensate the Town for costs associated with processing a registrant's application and administering the Bylaw.

Section 2. Permit and identification badge.

- A. The Chief of Police or his or her designee shall have the power and authority to grant, deny, suspend or revoke licenses as provided for herein. The Chief of Police or his or her designee shall issue or deny a license within five business days, excluding Saturdays, Sundays and legal holidays, following the date of submission thereof.
- B. The Chief of Police shall issue a permit upon his or her determination that the person requesting it has good morals and integrity and will not present a threat or risk to public safety. No permit shall be issued to any person who:
 - i. has failed to fully comply with the requirements for issuance of a permit, including submission of a registration application and payment of the applicable fee;
 - ii. has falsified information in its submittal(s) to the Chief of Police;
 - iii. has been convicted in any state or federal court of the United States or territory thereof for any of the following crimes or offenses, by whatever named called, within seven (7) years prior to the date of application: burglary; stalking; breaking and entering; larceny; kidnapping; robbery; home invasion; buying, receiving or concealing stolen property; assault; fraud; conduct as specified in G.L. c. 265, §§ 13B and 22-24; sexual assault, rape or other sex-related offenses; unlawfully carrying weapons; or the attempt of any such crime or offense; or
 - iv. has violated any of the provisions of this Bylaw or any state law or regulation or municipal ordinance, bylaw or regulation regulating canvassing or soliciting.
- C. A qualifying person who pays the fee provided herein shall be furnished a permit indicating that he or she has registered and showing the dates covered by such registration.
- D. Each person shall at all times while soliciting in the Town carry upon his or her person the registration permit, and the same shall be exhibited by such person whenever required to do so by any police officer or by any person solicited.



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- E. In addition to the permit, the Town shall issue an identification badge to every person registered hereunder. Permittees shall wear their badges in such a manner that the badges may be easily read while transacting business. If a badge becomes damaged or obscured, the permittee shall return it to the town and receive another badge. Badges issued hereunder shall conspicuously state that the Town of Tyngsborough does not endorse the goods or services being solicited.
- F. Permits and identification badges shall be used only by the person to whom they were issued and may not be transferred or extended to include any other person.

Section 3. Hours of operation.

There shall be no door-to-door solicitation or selling before 9:00 a.m. or after 6:00 p.m. for any person subject to registration as defined in Section 1. Registration required., paragraph A.

Section 4. No solicitation list; posted premises

Any residence or business that does not wish to be visited by solicitors may request inclusion by the Chief of Police on a "no solicitation" list. A copy of such "no solicitation" list shall be provided to each registrant hereunder; the list shall be updated by the Chief of Police or his or her designee regularly and no less frequently than once per month; and registrants shall be obligated to request a copy of the list monthly. In addition or as an alternative to the foregoing, a residence or business may opt to clearly and legibly display an unobstructed "no soliciting," "no solicitation" or comparable sign on its premises; and no registrant shall enter onto or solicit at any property so posted.

Section 5. Suspension or revocation of permit.

Any permit issued under this article may be suspended or revoked by the Chief of Police for any of the following reasons:

- A. Fraud or misrepresentation in the application for the permit.
- B. Fraud or misrepresentation in the course of soliciting.
- C. Conducting the business of soliciting contrary to the conditions specified in this article.
- D. Conducting the business of soliciting in such manner as to violate any of the laws or regulations of the Commonwealth of Massachusetts or the Town of Tyngsborough.
- E. Transfer or extension of a permit as is prohibited hereunder.
- F. Conducting the business of soliciting at any property that displays a "no soliciting", "no solicitation", or comparable sign, or at a property that has been added to a "no solicitation" list administered by the Town.

Section 6. Enforcement.

This Bylaw may be enforced by the Chief of Police or his or her designee, through any lawful means in law or in equity, including but not limited to noncriminal disposition in accordance with the provisions of G.L. c. 40, § 21D. Violations shall be punished by a fine of \$200 per offense. Each violation and each day that such violation occurs or continues shall constitute a separate offense.



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Motion: To approve Article 9 as printed in the Special Town Meeting Guidebook.

Action: Does pass.

Article 10: Town General Bylaw Amendment- Regulation of Dogs

To see if the Town will vote to amend Article XVII of the Town's General Bylaws, entitled "Regulation of Dogs," but only the Subsections thereof entitled "Definitions," "Leash Law" and "Nuisance Abatement," and only the portions thereof printed below, by removing therefrom the language with a strikethrough and adding thereto the language in bold, as follows:

DEFINITIONS

...

AT LARGE: ~~On or off~~ Off the premises of the owner, and not under the control of the owner or authorized person either by leash, cord, chain or other means.

...

RESTRAINT: A dog shall be deemed to be under restraint if it is on the premises of the owner accompanied by a person who shall have the dog under control **as determined by the Animal Control Officer**; or is in a suitably enclosed area; or if outside the premises of the owner, is accompanied by a person who shall have the dog under control by holding it firmly on a leash no greater than six (6) feet in length, **or otherwise under control as determined by the Animal Control Officer.**

LEASH LAW

No owner or keeper of any dog shall permit such dog to run at large ~~at any time between the hours of 7:00 A.M. and 9:00 P.M.~~ licensed or unlicensed...

NUISANCE ABATEMENT

...

The definition of nuisance dogs includes but it not limited to dogs whose owners repeatedly allow them to:

...

Roam **At Large** ~~free or unrestrained during the hours of 7 A.M. to 9 P.M.~~

...

or take any other action relative thereto.

Motion: To approve Article 10 as printed in the Special Town Meeting Warrant.

Action: Does pass.



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Article 11: Special Act to establish a Department of Public Works

To see if the Town will vote to authorize the Board of Selectmen to file a petition with the General Court for special legislation establishing a Department of Public Works in the Town of Tyngsborough, outlining the powers, duties and responsibilities of such Department, all as set forth below; and, to authorize the General Court to make clerical and editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and the Board of Selectmen shall be authorized to approve amendments which shall be within the scope of the general public objectives of the petition, or take any action relative thereto.

An Act Establishing a Department of Public Works in the Town of Tyngsborough

Section 1. Establishment and Scope There shall be a department of public works responsible for the performance of all public works activities of the town placed under its control by by-law, or otherwise, including but not limited to forestry services, protection of natural resources, cemetery, parks, recreation, sewers and sewerage systems, streets and roads, and maintenance of all buildings and grounds, other than those under the jurisdiction of the school department, board of library trustees, and conservation commission, unless otherwise agreed by the department.

1.1 Powers and Duties The department of public works shall assume all of the duties and responsibilities in the performance of public works functions, including but not limited to those performed prior to the adoption of the Act by or under the authority of the tree warden, park commission, cemetery commission, board of highway surveyors or road commissioners, and select board. The department of public works shall assume limited duties and responsibilities in the performance of public works functions related to the sewer commission as described in section 5 of this Act.

Section 2. Superintendent of Public Works The department of public works shall be under the direct control of a superintendent of public works who shall be appointed by the town manager and who shall serve at the pleasure of, and be directly responsible to, the town manager. The superintendent shall be a person especially fitted by education, training and previous experience to perform the duties of the office.

2.1 Role and Authority The superintendent of public works shall be responsible for the supervision and coordination of the department in accordance with state statutes, town by-laws, and directives of the town manager. The superintendent may, with the approval of the town manager and select board, establish within the department various operational divisions, such as, but not limited to, highway, facilities, parks and sewers.

Section 3. Department Policy Formulation Unless otherwise described in section 5 of this Act, the select board shall be responsible for the establishment of priorities



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and policies to govern the operation of the department, and through the town manager, shall have ultimate responsibility therefor.

Section 4. Transition As of the effective date of this act, the offices of board of highway surveyors or road commissioners, by whatever name, and the cemetery commission shall be abolished, the terms of any incumbents thereof terminated and all powers, duties and responsibilities of such offices shall be immediately transferred to the department of public works. No existing contract or liability shall be affected by the abolition or change in manner of selection of any board or office in this section or the creation of the department of public works, and the department of public works shall in all respects be the lawful successor of such boards, departments and offices so abolished. Any permanent employee of any of the boards or committees or departments abolished by the creation of the department of public works or of a department whose authority has changed as a result thereof, shall be transferred to and become an employee of the department of public works in a capacity as similar to the employee's former position as is practical without loss of seniority, retirement, holiday, sick leave, or vacation. Until such time as a superintendent of public works is appointed, the town manager shall act as the superintendent of public works.

Section 5. Board of sewer commissioners Notwithstanding any other provision of this act to the contrary, the incumbent members of the board of sewer commissioners, referred to as the "sewer commission" both herein and as of the effective date of this act, shall remain elected. The sewer commission shall continue to serve as the authority with respect to any sewer construction projects ongoing at the time this Act takes effect, as well as with any future sewer expansion phases, setting sewer rates, and ensuring compliance with the sewer enterprise fund in accordance with G.L. c. 44, § 53F½, including review of all expenditures from the enterprise fund on a regular basis. The sewer commission shall also serve in an advisory capacity to the Superintendent of Public Works on matters related to the town's sewer system, and in an advisory capacity to the Board Selectmen on intermunicipal agreements affecting the town's sewer system, capacity, or flow, and the Superintendent of Public Works shall provide technical assistance to the sewer commission.

5.1 Setting of Rates and Promulgation of Regulations The board of sewer commissioners shall be authorized to set sewer rates and promulgate regulations in connection with the scope of the authority of the department of public works. Prior to taking any action hereunder, however, the sewer commission shall, in conjunction with the superintendent of public works, hold a public hearing for which notice is published in a newspaper of general circulation in the town once in each of two successive weeks, the first publication to be not less than fourteen days before the day of said hearing, and by posting such notice in a conspicuous place in or at town hall for a period of not less than fourteen days before the day of said hearing.

5.2 Role of the superintendent of public works. The superintendent of public works shall provide technical assistance to the board of sewer commissioners and shall have a voice, but no vote, in any of their proceedings. The department of public



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works, under the authority of a superintendent of public works, shall be responsible for the maintenance of the existing sewer system, day-to-day operations, employees, contracting and procurement, and other matters not under the authority of the board of sewer commissioners as outlined in sections 5 and 5.1 of this Act. Appointments at the level of Sewer Senior Foreman or above, including the Sewer Administrator, shall be made only after consultation with the sewer commission but shall be the responsibility of the Town Manager per the Act establishing the position of Town Manager in the town of Tyngsborough. Contracts related to any sewer construction projects ongoing at the time this Act takes effect, as well as any future sewer expansion phases, shall be approved and signed by the sewer commission.

5.3 Completion of work. The board of sewer commissioners may, by unanimous vote of the full commission, and after holding a public hearing, determine that no future phases of sewer expansion are required and that the commission shall be abolished. In this instance, the remaining powers and duties of the board will, effective immediately upon abolition of the board of sewer commissioners, transfer to the department of public works in a manner consistent with section 4 of this Act, and the select board shall be responsible for holding public hearings to set sewer rates and promulgate regulations in accordance with section 5.1 of this Act.

Motion: To approve Article 11 as amended in the Special Town Meeting Guidebook.

Action: Does pass.

Article 12: Prior Year Unpaid Bills

To see if the Town will vote to approve the payment of invoices incurred during a previous fiscal year:

Vendor	Amount	Department	Account
Buckley Elevator	\$175.00	Recreation	01192200-523800

Motion: To approve Article 12 as printed in the Special Town Meeting Guidebook.

Action: Does pass unanimously.

Motion: To adjourn the meeting.

Action: Meeting adjourned at 7:38 pm.

Attest: a true copy.

Joanne Shifres

Town Clerk



